APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	River of Life Mission
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Hub to Home: The Road to Redemption Program

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

River of Life Mission (ROLM) was established in 1987 to "meet people in the place of their greatest need, with the hope of sharing Jesus and a plan for good living." What began as one service location and a few hundred volunteers has grown to encompass 80 Hub Spots throughout Oahu, leveraging partnerships and mobilizing thousands of volunteers to bring transformation to people in housing crisis.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

ROLM will implement the Road to Redemption Program in collaboration with 60 weekly Hub events on Oahu to provide sustained support to individuals in housing crisis as they transition off the streets. Leveraging partnering Hubs, volunteer mentors will walk alongside these individuals for up to 12 months, serving as a liaison to prevent the chronic homeless from slipping through the cracks.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Over 12 months, ROLM will begin scaling Hubs to offer a fuller range of social services beyond meals, ministry and basic hygiene. As part of "Road to Redemption," ROLM will train 40 teams to implement the program at 60 weekly Hub events, providing mentors for individuals transitioning off the street who serve as the bridge between the Hub, Case Manager and Transitional Living/Treatment Program.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $6,885	☒ District 2 $31,905	☒ District 3 $18,645
☒ District 4 $3,510	☒ District 5 $10,680	☒ District 6 $63,285
☒ District 7 $4,905	☒ District 8 $10,185	☐ District 9 $0

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☒ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Paul Gates, Executive Director

Date 11/12/2024

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Rann Watumull
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Paul Gates (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Rann Watumull
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 13th day of November, 2024, before me appeared Rann Watumull, personally known to me, who, being by me duly sworn, did say that he/she is the President of River of Life Mission and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said he acknowledged said instrument to be the free act and deed of said corporation.

BRITTANY HIGA NOTARY PUBLIC No. 24-114 STATE OF HAWAII

Notary Public, State of Hawaii
My Commission expires: Brittany Higa 6/27/2026

Doc. Date: Undated # Pages: 1
Name: Brittany Higa 1st Circuit
Doc. Description: Certificate of the Board of Directors No Obligations in Arrears

Signature Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Hawaii's chronic homelessness crisis, one of the worst in the nation, calls for urgent action as thousands without shelter need a tangible path to rebuild their lives away from the streets.

The homeless crisis in the City and County of Honolulu is complex, with many factors contributing to the vulnerability of this targeted population. Oahu has the greatest per capita homeless population in the nation at 49 individuals per 10,000 residents, with the lack of affordable housing continuing to fuel evictions and homelessness, particularly among seniors aged 65 and older (Consillio, Mar 2023). The 2024 Point in Time Count (PIC) unveils an alarming 17% surge in chronic homelessness on Oahu since 2023, with 62% of the 4,494 homeless children and adults unsheltered and living on the streets or in places not suitable for human habitation. A disturbing 1 in 5 are seniors experiencing homelessness, 10% are veterans and over half are Native Hawaiians or Pacific Islanders. Unfortunately, there has been little progress in reducing chronic homelessness on Oahu, with the largest increase in homeless population concentrated along the Leeward Coast.

Equally troubling is the rising number of people experiencing homelessness for the first time amid Oahu's high cost of living, skyrocketing housing costs and the end of pandemic-related assistance programs (Hawaii New Now, Dec 2023). A staggering 2 in every 5 individuals in Hawaii are on the brink of homelessness, just one paycheck away from crisis, with the proportion of Hawaii households living in poverty surging from 9% to 11% between 2018 and 2022 (UnitedForALICE.org, 2024).

The 2024 PIC paints a sobering picture of Oahu populations experiencing homelessness, underscoring key determinants that impact the effectiveness of addressing this crisis. One in every 3 individuals experiencing homelessness reports a mental illness, 1 in 4 struggle with a substance use disorder, over half wrestle with one or more disabling conditions that significantly limit everyday activities, and nearly 1 in 4 are survivors of domestic abuse. Sadly, individuals facing housing instability and homelessness often suffer from worse physical and mental health compared to those with stable housing, resulting in episodic visits to the Emergency Room. On average, ER visits by Oahu's homeless individuals cost taxpayers more than $18,000 per year, with frequent users driving costs as high as $44,000 annually (Bogle, Oct 2022). Oahu's ERs simply lack the necessary infrastructure to offer follow-up care for individuals living on the streets or to ensure that prescriptions are filled following discharge (Terrell, Mar 2023).

Unfortunately, the lack of connection with consistent support can exacerbate mental health and substance abuse issues for individuals in housing crisis, leading to further instability and chronic homelessness. The Health Resources and Services Administration ranks Hawaii 32nd out of 50 states in the number of social workers in medical and health sectors, highlighting a critical workforce shortage that struggles to meet current demand, especially in the areas of mental health and substance use (Arndt, Bersamira, Kreif, & Stotzer, n.d). As a

result, case managers often handle large caseloads, leading to difficulties in maintaining consistent communication with individuals in housing crisis and causing many to fall in the cracks while transitioning off the streets.

For these vulnerable populations, a lack of trust remains a major deterrent to begin pathways toward sustainable recovery, often making individuals in housing crisis less likely to accept interventions (Magwood et al., 2019). Building personal relationships with Oahu's chronically homeless helps break down trust barriers, encouraging deeper engagement and more effective use of services that lead to improved outcomes (Thompson et al., 2004). Not only is there a need for an agile and coordinated approach to overcoming barriers for people in housing crisis, organizations working with homeless populations must be trained on how to effectively transition vulnerable individuals off the streets (Civil Beat, Mar 2023).

River of Life Mission has an intentional mechanism to address Oahu's homelessness crisis in significant ways, one life at a time. Through the Hub Spot Model and "Road to Redemption" Program, ROLM will help ensure vulnerable individuals in housing crisis receive timely support, increasing equity and accessibility to critical resources with a sense of hope knowing someone is advocating for them. By training Hub Leaders and volunteer mentors to work alongside persons in housing crisis, ROLM will continue to drive transformation by moving vulnerable populations toward a path of sustainable living away from the streets through places where barriers dissolve, empathy flourishes and everyone receives dignity and care.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Individuals in housing crisis are at risk of slipping through the cracks as they transition off the streets unless they receive consistent support – something often missing in short-term interactions with this vulnerable population.

Over 12 months, ROLM will provide meals, ministry and wraparound services to a projected 2400 individuals of all ages in housing crisis through 80 Hub Spots throughout the City and County of Honolulu. ROLM will strengthen partnerships with nonprofit organizations, such as Leilani Health and Kupuno Cares, to offer a fuller range of health and wellness services, including telehealth, case management, mental health assessment and job opportunities. A key component of this project will be training a team of volunteers to deliver the Road to Redemption (R2R) Program through a projected 60 Hubs events, helping to ensure that individuals transitioning off the streets are paired with a trained mentor who commits to walk alongside the person in housing crisis for up to 12 months. With the goal of transitioning a minimum of 100 of Oahu's homeless off the streets, R2R will help ensure vulnerable individuals do not fall in the cracks as they move along a sustainable path to recovery.

The 2024 Point-in-Time survey paints a sobering picture of the homeless crisis on Oahu, with a notable increase in the number of chronic homeless, adults with keiki and seniors. These at-risk individuals must have stable, personalized guidance as they take steps toward accessing healthcare and substance abuse programs, navigating social services and securing housing. Given Oahu's shortage of social workers, consistent follow-up is a major challenge, causing many in housing crisis to lose hope and stop seeking essential services, particularly those struggling with mental illness or drug dependence.

Enhancing the public health and well-being of communities experiencing homelessness will require the adoption of proven programs that foster trust and engage individuals through strong, supportive relationships, connect vulnerable populations with essential services, and improve retention throughout the recovery process. ROLM currently has 80 Hubs Spots operating in geographic locations throughout Oahu, including impoverished communities along the Leeward Coast, Windward Oahu, North Shore, Central Oahu and the urban core of Honolulu. Through these Hubs, we build trust with individuals in housing crisis, addressing one of the biggest barriers in guiding them toward sustainable recovery.

Through the R2R Program, ROLM has an intentional mechanism to strengthen the City's coordinated approach to addressing the homeless crisis on Oahu, redefining the way we serve people in housing crisis by forging relationships of trust through meals to offer vulnerable individuals and families a hand up out of despair.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Over 12 months, ROLM will serve a projected 2,400 individuals of all ages in housing crisis, training 40 teams to implement the Road to Redemption Program through 60 weekly Hub events throughout the City and County of Honolulu.

Since launching mobile Hubs in 2022, ROLM has cultivated a robust partnership network, convening key stakeholders across Oahu to collaboratively work toward shared outcomes. Operating much like a mobile community service fair, these Hubs serve an average of 30 individuals per location, enabling a personalized approach to connecting persons in housing crisis with services that address determinants of health and wellness, including housing, food security, substance abuse treatment and education. To collectively tackle the issues surrounding chronic homelessness in significant and sustainable ways, ROLM will leverage its network of partners to launch a new homeless support program through existing Hubs – "Road to Redemption (R2R)".

ROLM will train teams on the R2R Program, which will be integrated weekly through 60 Hub events, offering sustained guidance to individuals starting their recovery journey. As part of R2R, individuals in housing crisis will be paired with a mentor, who is committed to walk alongside the individual for up to 12 months to offer ongoing support during the transition to help ensure no one falls in the cracks.

Measurable Outcomes:

1) Provide meals, ministry and wraparound social services to 2,400 adults in housing crisis as part of Hub Spots.
2) Train 40 teams on the Road to Redemption curriculum, with teams integrating the R2R Program as part of 60 Hub events each week throughout impoverished communities along the Leeward Coast, Windward Oahu, North Shore, Central Oahu and the urban core of Honolulu.

3) In collaboration with medical practitioners, healthcare workers and social service team mentors, guide people in housing crisis along four essential phases of support: a) Meals & Ministry; b) Assistance and Basic Care; c) Treatment and Transition; and d) Shelter and Stability.
4) Transition 100 or more individuals on Oahu off the streets and along a path to recovery.

Directly Benefitting the Target Population

The R2R Program is in perfect alignment with the City and County of Honolulu's Action Plan to combat homelessness on Oahu. Emphasizing the need for creative and collaborative strategies, the City is dedicated to a holistic approach that includes enhancing the crisis response system, integrating healthcare services, and preventing chronic homelessness – key components of the R2R Program. By implementing the R2R Program throughout existing weekly Hub events, ROLM will work with partners to clear obstacles as individuals transition off the streets – from Hub to Home. Through Hubs, ROLM directly benefits Oahu's homeless populations, as well as the unemployed, underemployed, near-houseless, seniors, disabled individuals, women and children – increasing equity, accessibility and ensuring no one is turned away.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Over 12 months, ROLM will equip partners with training and resources to implement the Road to Redemption Program through existing weekly Hub events in communities throughout Oahu experiencing high numbers of individuals in housing crisis.

Using meals to develop trust, ROLM will develop personal connections with individuals in housing crisis through Hub events, facilitating access to a fuller range of wraparound services, including telehealth, case management, mental health assessment, job opportunities and assistance with obtaining identification documents.

Action Plan

1) ROLM will strengthen partnerships with healthcare providers, social service agencies and other nonprofits. In partnership with Dr. April Foster and her nonprofit organization, Leilani Health, ROLM will work with Hubs to expand onsite and/or telehealth to assist with basic wound care, medical consultation and prescriptions or referrals to healthcare providers when necessary. ROLM will also solidify a partnership with David Fong at Kupono Cares to provide safety net behavioral health services to individuals seeking to transition off the streets.
2) ROLM will provide R2R training, curriculum and resources to equip partners with structure points of engagement to provide practical support to individuals moving off the streets.
3) Mentors will support individuals for up to 12 months, streamlining connections to treatment, shelter and stability, serving as the intermediary between people in housing crisis and other key individuals such as Hub Leaders, Case Managers or Executive Directors of housing programs, behavioral health centers or substance abuse treatment services.
4) Volunteers will be trained on ROLM's suite of Impact Reporting Tools to enable collection of outcome metrics that will be evaluated monthly to improve service delivery and meet the unique needs of each community.

Measurable Milestones

1) ROLM will strengthen its collaborative network of 10 healthcare workers, 15 medical practitioners and 15 R2R social service guides who will provide support to Hub events operating weekly throughout Oahu. This support includes but is not limited to telehealth, onsite care, wound management, hygiene services, medical dressings, referrals and case management.
2) 100% of individuals in housing crisis will have access to a range of services, including meals, ministry and wraparound support, such as basic medical, behavioral health, substance abuse programs, job training, transitional housing, legal assistance or support with acquiring identification or government benefits.
3) 100% of vulnerable individuals transitioning off the street through the R2R Program will be connected with a mentor.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

ROLM requests $150,000 in City GIA FY26 funding to support the goals and objectives of this project to bring sustainable transformation to families and individuals of all ages in housing crisis on Oahu.

$38,400 is requested toward the wages of ROLM's Food Service Director (1 FTE) ($3,200/mo x 12). An additional **$2,937** is budgeted toward Fringe @ 7.65% for Payroll Taxes. The Food Service Director is responsible for planning the weekly menu of hot food to be distributed throughout Hub events on Oahu, including meal preparation, kitchen management and ensuring food safety and quality for the recipients in need.

$34,560 is requested toward the wages of the Food Service Associate (1 FTE) ($2,880/mo x 12). An additional **$2,644** is budgeted toward Fringe @ 7.65% for Payroll Taxes. The Food Service Associate assists the Food Service Director by preparing, packaging, and distributing hot meals to Hub events on Oahu, while maintaining food safety and hygiene standards.

$66,000 is budgeted toward a portion of the cost of Program Activities Supplies, which includes food related items, including take out containers, utensils, cleaning supplies, insulated food carriers, napkins, etc.

$1,200 is budgeted toward a portion of the subscription fee for Airtable, which will support cloud collaboration by streamlining data collection and providing a centralized platform for easy access to resources for staff, partners and key stakeholders.

$4,259 is requested toward Indirect Costs, which include the cost of water and electricity to support meal preparation and distribution to Hubs across Oahu.

Additional Funding not requested through City GIA

$180,784 has been **secured** from Individuals, Churches & Trusts, as well as from local foundations and AUW Safety Net funding to support the salaries/wages of key Direct Service to Client Positions ($127,784), which include an additional Food Service Associate (1 FTE); Hub Spot Director (1 FTE) and the Hub Spot Associate (1 FTE). Committed funds will also support the cost of Professional and Contractual Services ($45,000), which include a contracted Social Worker to provide support to Hubs and funds to support Hub build outs. Remaining funds will support the cost of printing ($3,000) and Hub-related resources ($5,000).

A total of **$200,804** is **projected** to be funded through grants and individual donations submitted in 2025 to support remaining costs: Social Services Coordinator ($65,000) to work with staff to coordinate partners and resources as part of the R2R Program; Professional Services ($42,904), which include the additional cost of Hub build outs, subscription fees and a portion of the Airtable costs; Program Activities Supplies ($78,000); Consumable Office Supplies ($5,000) and gas/registration ($9,900) for vans used to transport food and resources to Hubs throughout Oahu.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

From October 1, 2025 – September 30, 2026, ROLM anticipates implementing the Road to Redemption Program as part of 60 weekly Hub events throughout Oahu. In addition to meals, ministry and basic hygiene, individuals in housing crisis throughout the City and County of Honolulu will be connected to sustained support, guiding them along pathways to treatment, transition, shelter and stability. With the goal of transitioning a minimum of 100 individuals off the streets, ROLM will train partners to walk alongside people in housing crisis as they work on sobriety, prioritize their mental health or move toward acquiring shelter or jobs.

We anticipate the following 12-month **Timeline:**

Oct – Dec 2025	ROLM will deliver meals, ministry and social services to Hubs during 45 Operational Days. (15 days/month)
Jan – Mar 2026	ROLM will deliver meals, ministry and social services to Hubs during 45 Operational Days. (15 days/month)
Apr – Jun 2026	ROLM will deliver meals, ministry and social services to Hubs during 45 Operational Days. (15 days/month)
Jul – Sep 2026	ROLM will deliver meals, ministry and social services to Hubs during 45 Operational Days. (15 days/month)
Sep 2026	60 unduplicated Hub events will implement the R2R Program on Oahu.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

River of Life Mission (ROLM) offers a proven, collaborative solution to address Oahu's homeless crisis, offering hope to vulnerable individuals transitioning off the streets.

For the past 37 years, ROLM has been meeting people in the place of their greatest need without discrimination, initially operating as an emergency meal center serving at-risk populations in housing crisis at one location in the heart of Chinatown. As the pandemic reshaped the financial landscape in Hawaii, ROLM pivoted to a new model of service delivery in 2022 – Hub Spots. Resembling mobile community service fairs, Hub Spots leverage partnerships to collectively tackle social determinants of homelessness through sustainable strategies. What began as one service location and a few hundred volunteers two years ago has grown to encompass 80 Hub Spots in geographic communities throughout the City and County of Honolulu.

In collaboration with local churches, businesses, community organizations, private properties and homeless camps, ROLM's community-centered Hubs are driving transformation by moving people in housing crisis towards a path of sustainable living away from the streets. Since launching Hubs, ROLM transitioned 77 individuals off the streets in 2022 and 110 in 2023, while delivering a record 210,863 meals to Oahu's most vulnerable this past year. To date in 2024, ROLM is celebrating 79 individuals transitioning off the streets in collaboration with 585 ministry and social services partners, while distributing 13,482 hot meals and food bags every month.

The most powerful proof of our success in guiding people from homelessness to hope and healing lies in the stories of the vulnerable individuals we serve.

Victor was mired in drug addiction, but his life took a dramatic turn when he began attending a weekly Hub event. With the guidance and support of his Hub Leader, Victor found faith and secured a job. Victor's story, from despair to redemption, highlights the transformative power of Hubs and the crucial role of community support in fostering hope and new beginnings.

"A" was homeless and on the streets without a job. Through a ROLM weekly Hub event, "A" received good food, clothing and in time, was connected to a new job. ROLM helped him apply for social security disability benefits, but his supplemental income from his job enabled him to get a moped. Today, "A" faithfully attends a Hub and is moving toward independent living.

60-year-old Bill turned to heavy alcohol use after receiving a distressing health report from his doctor, ultimately spending over 3 years on the streets. Through consistent outreach at a weekly Hub event, the ROLM team earned his trust, assisting him to enter a 7-day detox program followed by admission to a continued treatment home. During this time, mentors at his Hub checked in on Bill, walking alongside him on his "road to redemption." Today, Bill continues to make incredible progress and is working toward securing a long-term housing solution.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Through Hubs and the Road to Redemption Program, ROLM is bridging gaps in services to ensure vulnerable individuals of all ages receive the sustained support critical to progress towards stable, independent living off the streets.

For the past two years, ROLM has shifted it service delivery from its centralized Chinatown locale to a model rooted in local communities, leveraging partnerships to collaboratively tackle social determinants of homelessness through sustainable strategies. To date in 2024, ROLM is delivering 13,482 meals each month to build trust among individuals in housing crisis, facilitated by 80 Hub Spots located in every major region across the City and County of Honolulu. Leveraging the support of thousands of volunteers, ROLM has also forged partnerships with 57 churches across Oahu and 585 organizations and agencies to promote engagement with a range of social services.

To ensure mission alignment across all Oahu Hubs, ROLM prescreens each one before launch and offers access to our free, field-tested online curriculum, which provides step-by-step training for setting up a community Hub. Training encompasses the intake system, security and ways to build relationships to ensure culture building across all Hub events. ROLM has also developed curriculum for the Road to Redemption Program and is building out Airtable to create a user-friendly database that enables partners to easily access and utilize resources, materials and information to support individuals in housing crisis who are transitioning off the streets. This comprehensive database enables partnering Hubs to enter data in real time to better address needs through coordinated services, with data shared across multiple agencies to ensure greater collaboration throughout Oahu.

ROLM is under the direction of **Executive Director Paul Gates**, who oversees 37 staff and thousands of volunteers, leading the initiative to establish community Hubs. Paul has over 30 years of experience working with churches and nonprofit organizations, all with the goal of creating environments within local communities where people experience hope and a pathway toward freedom through relationships and a range of services. Paul holds a bachelor's degree in Non-Profit, Public, Organizational Management and Biblical Studies from Biola University and a master's in divinity from Talbot School.

Blake Spinak serves as ROLM's **Hub Spot and Ministry Director**, overseeing the launch and operations at Hub sites throughout Oahu. Blake holds an associate degree in missions and has experience conducting school outreach and medical support services to impoverished communities internationally. Growing up a latchkey kid and child of multiple divorces, Blake is leveraging lived experiences to connect vulnerable populations with resources that result in life-changing impact.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

ROLM has built a strong, sustainable record of accomplishment over nearly 40 years, grounded in a commitment to serving Oahu's most vulnerable populations.

In 2022, ROLM pivoted to a new service model, embedded within the community, to address Oahu's burgeoning homeless crisis on Oahu. This shift enabled ROLM to strengthen, and develop new collaborations with churches, businesses, nonprofits, social services agencies and community organizations. Through Hubs, ROLM has mobilized a steady stream of volunteers that support the mission of transitioning individuals in housing crisis off the streets and along pathways of hope.

Strategic partnerships with social service and healthcare organizations allow us to connect at-risk individuals to critical services they might otherwise struggle to access. For example, our partnership with nonprofit Leilani Health enables Hubs to connect with a team of trained healthcare professionals dedicated to serving the homeless community. ROLM is also enhancing its bandwidth to implement the Road to Redemption Program through a partnership with Kūpono Care Services, a nonprofit offering comprehensive care coordination and consultation services designed to overcome barriers to accessing treatment services. The numbers are a visible testament to the long-term benefit and effectiveness of our service model and programs. A record 266 individuals to date have begun a new life away from the

streets since launching Hubs over the past 3 years, with 60 individuals in housing crisis now serving in the very Hubs that helped transform their lives!

Through robust partnerships, thousands of volunteers and a diversified financial model supported by private donations, event revenues and grants, ROLM is well positioned to sustain and expand programs and services beyond the grant period to serve Oahu's most vulnerable populations during their time of greatest need.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Leveraging a dedicated and skilled team, strategic partnerships and 80 Hub Spots operating throughout the City and County of Honolulu, ROLM has the capacity and resources to successfully implement its Road to Redemption Program both now and beyond the grant period.

Our Executive Director and Board bring significant management expertise essential to delivering on ROLM's mission. ROLM staff are equipped to train partners on the Hub model and Road to Redemption curriculum, which encompasses step-by-step guidance on setting up a community Hub, enhancing security measures, ensuring cultural continuity, accessing resources and training volunteers to serve as mentors. Hub Spot Associate Eddie Habal Jr. is helping develop a more versatile data tracking and project management tool through Airtable, enabling partners to organize, access and collaborate resources efficiently. Eddie holds an MBA with emphasis on Information Technology Project Management and a Bachelor's degree in Computer Science and Software Engineering.

ROLM values staff with lived experience, who bring unique insights to creating more inclusive and effective solutions. Once homeless and incarcerated, Hildaanne Gibson ("Hilda") was hired by ROLM in 2011 as the Food Service Director and today, runs our fully certified commercial kitchen, preparing over 1,000 hot meals per day and delivering hundreds of food boxes twice a month.

City Grant-in-Aid funding will support expansion as ROLM implements the Road to Redemption Program across existing Hubs to strengthen the response and support to individuals transitioning off the streets. ROLM sustains its core programming through private donations from individuals, churches, trusts, and an annual gala, ensuring stable revenue beyond grant funding. Robust partnerships with churches, businesses, and agencies will also provide a reliable volunteer base, enabling ROLM to continue delivering vital services and closing service gaps as we have done for nearly 40 years.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Transforming Lives through Community-Driven Hubs; CT-DCS-2500056
   Grant Period: 10/01/2024 – 09/30/2025 Grant Amount: $150,000
   Grant Purpose: To strengthen services to Oahu's homeless populations through the Hub model of service delivery
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #: Emergency Food Services Program, CT-DCS-2300052
   Grant Period: 10/01/2022 – 09/30/2023 Grant Amount: $133,210
   Grant Purpose: Emergency Food Distribution
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

River of Life Mission values the experience, wisdom, and dedication of our kupuna, who are an integral part of our volunteer base. ROLM welcomes these seniors to serve individually or with friends in a variety of meaningful roles, using their unique talents to volunteer in meal preparation, food or clothing distribution, assembling Grace to Go bags, or providing office support. Many kupuna volunteer to serve at local Hub events throughout Oahu, building trust with individuals in housing crisis by engaging in conversation over a hot meal. These opportunities enable seniors to remain engaged, combatting isolation and reducing loneliness or depression, while building relationships and imparting intergenerational wisdom to younger volunteers and staff. ROLM's seasoned seniors play an essential role in supporting vulnerable populations in housing crisis across the City and County of Honolulu, regardless of age.

Proposal 136

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Romans Missionary Academy
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Scholarship Support 2526 K2 (SS 2526 K2)
D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*	
Legally established in 2019 and launched in 2024, RMA has the next generation in mind. With a heart for God and the community, RMA aims to help students to learn about God, while developing their own relationships and academic, practical skills. Through this order from a young age, they will be equipped to reach out to the community around them presently and for the rest of their lives.	
E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*	
SS 2526 K2 would help families who have children in grades K through 2nd grade and who have a desire for their child to attend a Christian faith-based education, but have a difficult time affording the costs.	
F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*	
SS 2526 K2 would allow funding for scholarships for children to attend. The indicators of student success would be comprised of increased attendance and participation rates, increased in subject proficiency, and increased overall well being.	

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☒ District 6 $46,000
☐ District 7 $	☐ District 8 $	☐ District 9 $
Total Amount Requested (must be $25,000 to $150,000)	$46,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

11/22/24

Date

Printed Name and Title: Charity Caracol, President

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Paula Caracol
(Signature)

Paula Caracol
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Charity Caracol (name), President (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Charity Caracol
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 22 day of November, 2024, before me appeared Charity Caracol, personally known to me, who, being by me duly sworn, did say that ~~he~~/she is the President of Romans Missionary Academy and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said President acknowledged said instrument to be the free act and deed of said corporation.

ROBERTA H. PASCUA NOTARY 91-25 PUBLIC STATE OF HAWAII

Roberta H. Pascua
Notary Public, State of Hawaii

My Commission expires: 11/6/2027

Doc. Date: 11/22/2024 # Pages 50
Name: Roberta H. Pascua First Circuit
Doc. Description: Grant Proposal of Solicitation No. RGP-DCS-GIA2026
Roberta H. Pascua 11/22/2024
Signature Date
NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Since Hawaii's establishment of the first public school system by King Kamehameha III in 1840, our education system has grown significantly. Now, 184 years later, Hawaii has 296 public schools and 141 private schools serving about 112,849 and 32,141 students, respectively. Yet, even with all the growth and organization that has been put in place, statistics show that there's still room for improvement.

There has been an exponentially growing concern over our education system. From disagreements about allocated funds for football fields to increasing absenteeism rates, and lack of academic focus to social movements and inappropriate reading material, the groans of the people have been heard. It's a time when many are calling for reforms or massive cutbacks, but at this point, is it too late to consider other recognized alternatives?

Through the rest of the nation there is a growing movement of microschools– the modern day one-room schoolhouse, where the class sizes are no more than 15 students and can include multiple grades. In April 2023, the National Microschooling Center found that there are roughly 95,000 microschools serving over 1 million children. They hold a niche in the education sphere for various reasons--many that stem from a low student to teacher ratio and consistent teachers. Having a low ratio with a consistent teacher allows for quality improvements, such that students exhibit higher academic understanding and self-esteem, reduced stress, stronger relational connections, and increased engagement rates to list the most impressive; while for the teacher there's increased opportunities for custom teaching approaches, closer observations and guidance, better student accountability, and deeper connections with the family. Although this provides numerous improved outcomes to the criticisms of today's mainstream education system, many find microschools to be questionable and lacking in many ways: funding sources, a centralized regulatory body, and in-house electives or extracurricular activities to name the most concerning. Nonetheless, since microschools are increasing across America, it's proving to be an effective alternative for families who see its value. Additionally microschools could help with societal and organizational issues or provide desired teaching values since they allow for an unconventional approach. Some target the disabled population for better service, while others provide more freedom found in Montessori style schools or offer shared values in faith-centered programs. The flexibility in approaches can customize school styles to the teacher, students, and families that otherwise would not be possible with traditional education systems.

With the rising concerns of Hawaii's education system, our future workers, leaders,

and educators need to be prioritized, and if we don't amend our situation, we may be crumbling the foundations and setting ourselves up for future challenges. Thus, with Romans Missionary Academy being one of the first microschools in Hawaii and on Oahu, it desires to increase diversity within Hawaii's education system. With a foundation of Christian values and intentionally small class size, Romans Missionary Academy can provide a supportive space for families with similar values and goals.

Even though there are 8 sister biblically-centered Christian schools on Oahu, there is still room for more options to coexist. Romans Missionary Academy is located in Kalihi with the closest Christian school 3 miles away, and even though it's within the same zip code, the neighborhoods vary demographically and socioeconomically. According to U.S. Census Bureau in 2022, Romans Missionary Academy is located in Census Tract 62.03, where the neighborhood is economically on the low end with a median household income of $69,152 and a per capita income of $26,232, which is almost $18,000 and $30,000 less than Honolulu County's averages, respectively. Interestingly and seemingly related, it is also socially on the low end, with low education attainment and a foreign-born population of 44.3%. High school graduation level, being the majority attainment, was 82% and bachelor's degree or higher attainment was the minority at 10.4%, which is 10.7% and 26.2% lower than the rate in Honolulu County, respectively. At the nearest public school, Fern Elementary, U.S. News reports that they have a 14:1 student teacher ratio, a reading proficiency of 35%, and a math proficiency of 30%--both below the district and state's math (39%) and reading (49%) proficiency by 4% and 19%, respectively. These statistics validate why the children of Hawaii need to be invested in more. Although Romans Missionary Academy provides a novel and unconventional educational structure that is unexplored locally, it could revolutionize one of Hawaii's lower income neighborhoods on Oahu.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Romans Missionary Academy is regulated and operated as a licensed private school so tuition is mainly funded through tuition payments, donations, and grants; therefore the Grant Activity requested is to provide $46,000 of scholarships for students to attend Romans Missionary Academy.

Scholarships are mutually beneficial to the student, their families, and the schools. The scholarships will 100% directly aid the family for their tuition costs, which includes books, supplies, materials, and most field trips. The scholarship would be applied toward their tuition, which in turn pays for the school's expenses. With $46,000, there can be as little as 6 scholarships funded at 80% subsidy with lunch or as much as 50 scholarships funded at 10% subsidy with lunch.

Not only will the scholarships help financially, but it will help to redirect some of the community toward the microschool educational structure for education system diversification. As long as finances are covered for families, they will feel supported

and be more willing to send their child.

These scholarships will have a direct and immediate effect for the families and schools, while having an indirect and long term effect on Hawaii's state education system.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Romans Missionary Academy's scholarships will directly benefit as little as 6 students or as much as 50 students or a mixture of an amount in between, depending on each student's family eligibility for financial aid. Since each class size is smaller, data would be easier to gather and have a higher accuracy. Measurable outcomes of the grant activity would include quantitative data as well as qualitative data, and together create a gauge of the program's effectiveness and alignment with the purposes and priorities of the Grants in Aid Fund.

Along with the students' basic information providing context and general patterns, the quantitative data would be collected: attendance level, educational activities participation, and subject proficiency determined through assessments; and the qualitative data of familial and student feedback would be collected.

Considering the neighborhood and that Hawaii has a high absenteeism rate of 39% according to a 2024 Civil Beat article, student attendance level would be very crucial data and is a factor that directly affects subject proficiency and educational activities participation. In addition to daily attendance records, attendance and participation for field trips and community outreach activities would be important to record. As long as the students attend school, it's anticipated that there will be a positive trend in their relationships, school work, and general well being. Of the collective data, the more complicated aspects of measurable outcomes are proficiency levels of different subjects, simply because there are so many factors to accurately assessing and collecting data itself; however, at such young ages, assessments are the only viable options.

Qualitative data, which can be quantified, will be taken into account since individual perspectives and opinions factor into measurable outcomes. Through surveys and reviews, collecting feedback and inferring how many families recognize positive differences within their child, how many families recommend the school, or return rate would weigh in.

A major indication of alignment with the purposes and priorities of the Grants in Aid Fund would be if multiple positive trends are revealed through the collected data.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

In order to achieve high attendance levels, participation rates for field trips and outreach activities, and subject proficiency, it is important for Romans Missionary Academy to adhere to the microschool structure and its designed program.

Upon enrollment, each student is required to take an assessment to show where they are with subject proficiency and then they will be given their appropriate level of the subject. Unlike in a traditional education system, microschool structure can offer students personalized subject plans so they have the ability to learn subjects at different levels. For instance, a student who enrolls can be at 1st grade level math while having a Kindergarten level reading. At the end of the 2nd quarter, there will be cumulative assessments to record their retention and progression. Then at the end of the school year, there will be a final cumulative assessment to not only record their retention and progression, but to see if they are equipped for the next subject levels.

Having class sizes of 12 will be highly beneficial for the students and for teachers to carry out the program. The daily schedule design is structured in such a way that it will create a welcoming, comfortable, and safe environment, allowing for rough mornings and midday slumps, and full of learning opportunities. The daily routine begins with a hands-on activity (fluctuating between a tactile activity, manipulative toys, or free draw), then moves into learning about God (music worship & prayer), and then just before a break and snack time students work through Reading and Comprehension. After snack time break, the middle part of the day moves into Bible study, followed by Heritage Studies, Science, or another elective, and then a short break before lunchtime. For the last part of the day, Math, then Phonics and English are completed before having extra time for extended work, assessments, and/or free time. The day ends with an afternoon snack and optional outreach preparation, whether that's planning outreaches, gardening, or practicing on the Ukulele. (It is important to note that as a teacher and an assistant with a class size of 12, it is manageable to have 3 class groups since only Math, Reading, and Phonics & English class periods will be broken into subject levels for grouped learning.)

In addition to the daily curriculum, the school's broader program includes community outreach. Not only do the students conceptually learn good values, but they have the opportunity to put them into practice daily with each other and in the world at large. Outreach to the community include simple beach clean-ups, or complex events like elderly home visits and Harvest Fairs.

From the daily activities and curriculum to the grander community outreach activities, these all are measurable through assessments, participation rates, and continuous feedback from the families and community for gauging the school's effectiveness and productivity.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The budget in Section III will achieve the desired outcomes simply by providing money indirectly and directly towards the families and students for the program to be executed. 100% of the funds will be directly credited to the families,which is then used toward their child's tuition payment. Funds need to be allocated to expenses for the facility and staff (68.5%), and the remaining need to pay for students' direct goods– the curriculum books and

food (31.5%).

The scholarship awarding process includes families submitting their application and documents, then they are evaluated according to the 4 category ranking system rubric. Scholarship amount of 10-80% subsidy is then determined by the ranking system rubric and applied monthly toward the student's tuition.

It is important to note that although the budget is submitted as is, the classroom rent amount could be increased if the student enrollment increases past the first class size of 12 students.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Achieving the desired outcomes is in this case very straightforward: if the program is executed, increased attendance, activity participation, and subject proficiency will be evident. In order to witness, document, and record these outcomes, 1 year is sufficient enough for Romans Missionary Academy to collect statistical data. Ideally it would be best to collect more data over a longer period, but since it is the organization's first time requesting for grant funds, 1 year will show improvements. The length of the academic school year is 10 months, with 185 days of instruction. Throughout those 40 weeks, students are completing roughly 1,000 hours of academic work, give or take with sick days.

Furthermore, Math, Reading, Phonics & English are subjects taught throughout the entire year, so it is simple to gather observations and assess initially, midway, and at the completion of the year for subject proficiency.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Romans Missionary Academy was approved and licensed as a private school by HCPS through HAIS at the end of September 2024, so there is only a few months of data with 1 student at 1st grade level. He's been attending since August with an entry assessment of 1-2% reading and math proficiency and has had around 97% proficiency in his subjects since then, which may very well be due to the 1:1 student teacher ratio. However, the data pool is insufficient to draw relatable conclusions.

Although microschool is a new concept in the state of Hawai'i, there are many online articles across various organizations recognizing its quiet yet increasing presence. In a Forbes article, students at Dream Tech Academy who were behind several grades and who have joined a microschool are now at least two grades ahead. There have been reported trends across America that families, who were looking for better educational options, were withdrawing from state school education systems and enrolling their child into private microschools; some microschools even have growing waitlists.

In addition to families making the move into microschools, some continental U.S. states have been amending their legislative laws in favor of microschools. For instance, in Utah, they approved earlier this year that microschools can operate in all zones, making

it easier for microschools to operate. Additionally, found on State Policy Network, an article about Utah's passed laws reported that "According to ACE Scholarships, the group managing Utah's Education Savings Account (ESA), only two days into the portal opening on February 28th, 10,617 student applications were submitted." Although this does not show direct statistical data on the student-learned outcomes, this news of a state's governing authorities approving such a movement and for the state's families' response to be engaging is noteworthy, and indicative of the state's choice to support an unconventional education structure to diversify their education system.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Romans Missionary Academy's ability to perform and achieve the proposed outcomes is very high due to the Founder's past experience, the school's general and daily structure, and the provision of donors and relationships.

Under HCPS and through HAIS, the school was officially approved at the end of September of this year to be a licensed private school in the state of Hawaii. It is currently up to date with its legal registrations, IRS determinations and reports, internal policies and schedules, insurance coverage, and such for the sole purpose of creating a solid support system under the national, state, and city governing authorities. Furthermore, the Founder thoroughly enjoys and has experience in handling the administration of daily operations at a preschool, working with the staff, teaching students in the classroom, and partnering with the parents, families, and communities for a brighter future.

Not only is the structure and experience present, there are many partnerships with the community forming. The partnership with Kalihi & Moanalua Church, who have the same vision of being missional towards the community, opens many doors to the neighborhood. Everyday, the youth of KPT pass by the property as they walk to Fern Elementary, and knowing that Fern Elementary has lower subject proficiency levels, there is a great opportunity there and action can be taken. With the ability to offer even a few scholarships to some of the children at KPT who would be interested in a faith based microschool would be advantageous for the community on so many levels. Not only would students have an opportunity to increase in subject proficiency, but culturally speaking, it would help both the young students and their families and the local community to understand and respect one another, rather than strengthening an invisible divide against most people groups at KPT.

Just as Kalihi & Moanalua Church partnered together to reach the community, there are many educators, believers, gardeners, crafters, instrumentalists, activists, and volunteers who have shown much interest in partnering with the school. Thus, the capacity is there in every way except with student enrollment, which is what the Scholarship Support 2526 K2 could help launch.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

As long as the school continues to launch, Romans Missionary Academy projects long-term benefit to the community, such as increased general morale, foreign-born population cultural assimilation, and a general increase in socioeconomic levels.

With these goals in mind, the organization will continue to advertise and advocate for the Kalihi community, apply for other grants, such as VELA, host annual fundraisers, and solicit donations. Additionally with the growing national community for microschools, there is an increase in support, resources, and private funding. Regardless of the avenue, since it is a worthy vision and beneficial desire for the community of Kalihi, continued efforts beyond the GIA Fund will progress.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Since the inception of Romans Missionary Academy, the school began with nothing, and has grown with several fundraisers and private donations for launching.

The organization has enough funding at this moment since there is only 1 student and 1 voluntary teacher. Once there is an increase in enrollment, financial resources will increase due to tuition payments, grants, and/or fundraisers and donations; and thus, staffing can be hired and managed to keep the movement going forward. This GIA Fund grant period is generally for growing purposes, financially and publicly.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Ronald McDonald House Charities of Hawaii
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Hospitality Carts Program

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Founded in 1982, RMHC-HI was established by a group of parents, medical professionals, and community leaders to provide a "home-away-from-home" for families of children hospitalized with serious illnesses. RMHC-HI's mission is to provide affordable, temporary housing and support services for families in need, fostering comfort and community during challenging times.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

RMHC-HI's HCP helps ease the stress of families focused on their keiki's health and recovery. It provides Hawaii hospital NICU and pediatric visitors comfort and support by offering ***free*** snacks, drinks, and activity items. Partially funding two staff positions would enable the HCP to: expand from volunteer-to-staff-based; and increase availability from 8 days/24hrs to 20 days/120 hrs. per month.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The HCP will serve 12,480 NICU and pediatric hospital visitors annually, easing stress by providing free snacks, drinks, and activity items. GIA funding will enable expansion to 20 days/120 hours per month, transitioning from volunteer to staff-based operations. Success will be measured by the number of families served, increased availability, and consistent support to enhance family well-being.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $16,667	☒ District 2 $16,667	☒ District 3 $16,667
☒ District 4 $16,667	☒ District 5 $16,667	☒ District 6 $16,667
☒ District 7 $16,667	☒ District 8 $16,664	☒ District 9 $16,667

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

11/19/2024
Date

Printed Name and Title: Edward Nishioka, President

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Dr. Lois Chiu
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Edward Nishioka (name), President and CEO (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Dr. Lois Chiu
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 18 day of November, 2024, before me appeared Dr. Lois Chiu, personally known to me, who, being by me duly sworn, did say that he/she is the Chair of Ronald McDonald House of Charities of Hawaii, Inc. and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said She acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii

My Commission expires: SEP 25 2026

LYLE MATSUOKA NOTARY 22-172 PUBLIC STATE OF HAWAII

Undated at Time of Notariztion

Doc. Date: # Pages 1
Name: Lyle Matsuoka Circuit
Doc. Description: Certificate of Bod Authority

Signature NOV 18 2024 Date

NOTARY CERTIFICATION

LYLE MATSUOKA NOTARY 22-172 PUBLIC STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Families with children in NICU and pediatric units face significant emotional, physical, and financial stress. Parents and caregivers must often balance the trauma of a child's critical health condition with other responsibilities, including caring for siblings, maintaining employment, and navigating the high cost of living in Hawaii. These families are particularly vulnerable due to extended hospital stays, lack of affordable on-site resources, and the emotional toll of being away from home.

The Ronald McDonald House Charities of Hawaii (RMHC-HI) Hospitality Cart Program (HCP) directly addresses these vulnerabilities by providing free snacks, beverages, and activity items to hospital visitors. This alleviates some of the daily stressors faced by families, allowing them to focus on their child's recovery without worrying about basic needs during hospital visits. The program also creates a sense of community and comfort, which can be a critical emotional support for families experiencing the isolation that often accompanies prolonged hospital stays.

Vulnerability of Target Population

- Economic Challenges: According to the Hawaii Department of Business, Economic Development & Tourism (DBEDT), Hawaii has one of the highest costs of living in the United States. Families with children in the hospital often incur additional expenses related to travel, parking, meals, and time away from work.
- Emotional and Mental Health Strain: The National Institute of Mental Health notes that caregivers of critically ill children are at higher risk of anxiety, depression, and burnout. The lack of adequate support systems exacerbates these risks.
- Extended Hospital Stays: Many children in the NICU or pediatric units require long-term care, sometimes lasting weeks or months, further straining family resources and emotional resilience.

Demonstrated Need: The 2023 Hawaii Health Workforce Report identified the state's critical shortage of healthcare resources, including support services for families navigating medical crises. With only limited onsite amenities, hospital facilities are unable to fully meet the needs of these families. A survey conducted by RMHC-HI among hospital staff and patient families highlighted:

- 85% of families reported skipping meals due to stress or lack of time.
- 90% stated that having free snacks and drinks readily available improved their hospital experience.
- 75% of families said that activity kits for siblings reduced overall stress levels during visits.

Community Priority: The Hospitality Cart Program aligns with statewide priorities to improve family and child health outcomes as identified in the Hawaii State Department of Health's Maternal and Child Health Five-Year Plan. The plan emphasizes the importance of reducing the stress on families during critical health interventions and fostering environments conducive to recovery and well-being. By meeting these needs, the HCP directly contributes to improving public health outcomes and supporting vulnerable families.

Substantive Data

- In 2023, RMHC-HI's pilot program served 6,240 visitors over eight days per month, with overwhelming positive feedback.
- Approximately 30% of Hawaii's NICU patients come from neighbor islands, increasing financial strain on families who must temporarily relocate to Oahu for care.
- Hawaii hospitals report serving over 1,000 NICU and pediatric patients monthly, highlighting the volume of families who can benefit from this service.

Community Priority and Partnerships: Hospital administrators and healthcare providers have identified the HCP as a critical resource for improving family-centered care. Partnerships with Hawaii hospitals, local food banks, and community donors ensure that the program addresses specific needs effectively.

Expanding the program from 8 days/24 hours to 20 days/120 hours per month will ensure broader and more consistent support for families. With GIA funding, the program can transition to a staff-based model, ensuring reliability and scalability. This expansion will allow RMHC-HI to serve an estimated 12,480 visitors annually, directly impacting the lives of families during some of their most challenging moments.

The RMHC-HI Hospitality Cart Program represents an essential community service, addressing a critical gap in support for NICU and pediatric families while promoting well-being and resilience.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

The HCP was designed to meet the pressing needs of families whose children are undergoing critical medical care in Hawaii's NICU and pediatric units. These families face emotional, logistical, and financial challenges that can be overwhelming during hospital stays. The HCP provides comfort and support by offering free snacks, drinks, and activity items, enabling families to focus on their keiki's health and recovery without worrying about basic needs.

Grant Activity Description: With partially funded staff positions, the program will transition from a volunteer-based model to a staff-supported operation. This transition will expand HCP's availability from 8 days/24 hours per month to 20 days/120 hours per month. This increased availability will allow the program to serve approximately 12,480 individuals annually, as detailed in the activity plan.

Rationale for Selecting This Grant Activity: Addressing Family Vulnerabilities: Families with children in the NICU or pediatric units often experience high levels of stress due to their child's medical condition, long hospital stays, and the need to manage daily responsibilities. By providing free snacks and drinks, the program relieves some of the financial and logistical burdens they face, allowing caregivers to remain by their child's side.

Enhancing Emotional Well-Being: The program's activity items offer much-needed distraction and comfort for young siblings and families, reducing anxiety during hospital visits. This support creates a more positive and focused recovery environment for keiki.

Fulfilling an Identified Need: Data shows that Hawaii hospitals serve over 1,000 NICU and pediatric patients monthly, yet they lack sufficient on-site resources to support visiting families comprehensively. The HCP fills this gap by offering direct, tangible assistance that meets an essential need.

Sustainability and Scalability: By transitioning to a staff-based model, the program ensures consistent service delivery and scalability to meet growing demand. Staff support enables the program to operate at full capacity, ensuring its reliability and continuity.

Effectiveness in Addressing Community Needs: The program's expanded hours and days of operation, as well as its consistent presence in hospitals, will enable it to reach more families in need, directly addressing gaps in service provision. By offering critical support to families, the HCP contributes to reducing stress and improving the overall healthcare experience, which aligns with RMHC-HI's mission of keeping families close and fostering resilience during medical crises.

This expanded program will not only support families during their most challenging times but also strengthen RMHC-HI's partnership with Hawaii hospitals, reinforcing its role as a vital community resource.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The HCP will directly benefit 12,480 NICU and pediatric hospital visitors during the Grant Term by providing free snacks, drinks, and activity items to ease the stress of families focused on their keiki's health and recovery.

Measurable Outcomes:

1. Number of Individuals Served: The HCP will support 1,040 visitors per month, totaling 12,480 annually. Staff-maintained logs will track usage and ensure accurate reporting of individuals served.
2. Increased Availability: The program will expand operations from 8 days/24 hours to 20 days/120 hours per month, ensuring families have consistent access to services.
3. Improved Service Reliability: Transitioning to a staff-based model will ensure reliable, uninterrupted service and allow the program to operate at full capacity.
4. Positive Impact on Family Well-Being: Surveys conducted with hospital visitors will measure stress reduction and program satisfaction, targeting at least 85% positive feedback.
5. Operational Efficiency: The program will use GIA funding to partially support two staff positions, ensuring smooth operations and expanded hours.

Alignment with GIA Fund Purposes and Priorities: The GIA Fund aims to support initiatives that address critical community needs and enhance well-being for vulnerable populations. The HCP aligns with these goals by:

- Addressing a Critical Gap: Families visiting the NICU and pediatric units often face high levels of stress, financial strain, and logistical challenges. The HCP meets their needs by providing essential support in a hospital setting.
- Promoting Family and Community Well-Being: By alleviating daily burdens, the program allows families to focus on their children's health and recovery, contributing to improved mental and emotional well-being.
- Targeting Vulnerable Populations: Many hospital visitors include families from neighbor islands or rural areas who face additional hardships, such as travel expenses and limited access to resources.

Direct Benefits to the Target Population:

1. Relief of Immediate Needs: Families will have access to free snacks, drinks, and activity items, reducing out-of-pocket expenses and logistical challenges during hospital visits.
2. Reduced Emotional Strain: The program provides comfort and support, fostering a sense of care and community for families navigating stressful medical situations.
3. Increased Accessibility: Expanded availability ensures that more families, particularly those traveling from neighbor islands or rural communities, can benefit from the program's services.
4. Enhanced Recovery Environment: The program's consistent support contributes to a caregiving environment that promotes positive health outcomes for children in critical care.

By meeting the tangible needs of families during hospital visits, the HCP aligns with the GIA Fund's mission to enhance community resilience and well-being, making a meaningful difference in the lives of Hawaii's most vulnerable families.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Action Plan to Achieve Measurable Outcomes:

1. Transition to Staff-Based Operations:

- Action: Hire and onboard two part-time staff members to manage and operate the Hospitality Cart Program (HCP).
- Milestones:
  - Staff recruitment and hiring by Month 1.
  - Staff training completed by Month 2.
- Performance Measure: Staff fully operational by Month 3, ensuring expanded coverage of 20 days/120 hours per month.

2. Expansion of Program Availability:

- Action: Implement the expanded schedule for cart operations in partnership with hospitals.
- Milestones:
  - New operational schedule begins by Month 3.
  - Monthly service logs document the program's availability (20 days/120 hours per month).
- Performance Measure: 100% adherence to the expanded schedule, verified through logs and reports.

3. Provide Services to Families:

- Action: Distribute free snacks, drinks, and activity items to NICU and pediatric hospital visitors.
- Milestones:
  - Regular replenishment of cart supplies every two weeks.
  - Quarterly service reports detailing the number of families served (target: 1,040 individuals per month).
- Performance Measure: Serve 12,480 visitors during the grant term, tracked through daily usage logs.

4. Conduct Impact Surveys:

- Action: Survey families to evaluate the program's effectiveness in reducing stress and enhancing their hospital experience.
- Milestones:
  - Survey designed and approved by Month 2.
  - Quarterly survey distribution and data collection.
- Performance Measure: Achieve 85% positive feedback from surveyed families on stress reduction and satisfaction with services.

Partnerships and Roles:

- RMHC-HI: Oversees program implementation, staff hiring, supply procurement, and reporting.

- Hospital Partners: Provide designated space for the Hospitality Cart, collaborate on scheduling, and promote the program to families in the NICU and pediatric units.
- Community Donors: Supply snacks, drinks, and activity items to supplement program resources.

5. Monitor and Evaluate Progress:

- Action: Conduct regular reviews of program operations to ensure milestones are met.
- Milestones:
    - Monthly staff meetings to review service logs and address challenges.
    - Bi-annual program evaluations to assess overall performance and outcomes.
- Performance Measure: Submit bi-annual progress reports documenting milestones achieved, usage data, and survey results.

By following this action plan, the HCP will achieve its measurable outcomes of serving 12,480 visitors annually, expanding operations to 20 days/120 hours per month, and consistently providing critical support to vulnerable families. Partnerships with hospitals and donors ensure seamless delivery of services and alignment with the program's goals.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*
The proposed budget ensures the Hospitality Cart Program can expand its reach, enhance its quality, and sustain its operations, providing essential support to families with children undergoing critical care.

Salaries: $98,076

1. Hospitality Coordinator ($50,000, 1.0 FTE): The Hospitality Coordinator is essential to the program's expansion and smooth operation. They oversee scheduling, staffing, and the stocking of carts, ensuring consistent availability during expanded hours. This role allows the program to meet the increased demand created by transitioning to a staff-supported model.

o Alignment with Outcomes: Expanding from 8 to 20 days/month and reaching 12,480 individuals annually relies on this position to ensure reliability, availability, and consistent service delivery.

2. Administrative Staff ($29,000, 0.50 FTE): This role supports the Hospitality Coordinator by managing communications, scheduling, and hospital coordination. The Administrative Staff ensures seamless workflows and adaptability to dynamic family and hospital needs.

Alignment with Outcomes: By handling administrative tasks, this position allows the Coordinator to focus on operations, ensuring carts are available and meeting family needs efficiently.

3. Fringe Benefits ($19,076). Fringe benefits, including payroll taxes and health insurance, ensure competitive compensation for staff. This investment supports employee retention and program continuity.

Alignment with Outcomes: Stable staffing allows the program to operate consistently and effectively.

Contractor ($24,000). The Grant Manager: ensures financial accountability and compliance; tracks program outcomes; and positions the program for future funding. The oversight provides guarantees that resources are maximized and the program achieves its goals.

• Alignment with Outcomes: Robust financial management supports long-term program sustainability and scalability.

Program Activity Supplies $27,924. This category funds snacks, drinks, books, and magazines that stock the Hospitality Carts. The increase in supplies ensures the program can meet the needs of families across additional days and locations.

• Alignment with Outcomes: By keeping carts consistently stocked, the program provides comfort and sustenance to families, alleviating stress and meeting their basic needs during hospital stays.

Achieving Desired Outcomes

The proposed budget supports HCP's transition to a staff-supported model, enabling it to:

• Expand Reach Increase operations from 24 to 120 hours/month, serving more families across multiple hospital locations.
• Enhance Quality Guarantee that carts are always stocked and accessible, providing reliable comfort and support to families.
• Sustain Operations Build a scalable and efficient model that can adapt to growing demand and secure future funding.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Timeline to Achieve Desired Outcomes:

Month 1 (Program Start):

- Recruitment: Begin hiring process for two part-time staff positions.
- Planning: Finalize the expanded operational schedule in collaboration with hospital partners.
- Procurement: Order initial supplies of snacks, drinks, and activity items to support increased availability.
- Performance Measure: Staff job postings released; supply contracts secured.

Month 2:

- Onboarding: Complete hiring and conduct staff orientation and training on program operations, family engagement, and reporting procedures.
- Survey Design: Develop and finalize family feedback surveys to measure program impact.
- Performance Measure: Two staff members onboarded; training completed; survey design approved.

Month 3 (Program Expansion Begins):

- Expanded Operations: Launch the expanded schedule of 20 days/120 hours per month.

- Family Engagement: Begin distributing snacks, drinks, and activity items to hospital visitors.
- Performance Measure: First month of expanded service delivered; usage logs maintained.

Months 4–6:
- Operational Stability: Maintain expanded operations and ensure consistent staffing and supply availability.
- Quarterly Evaluation: Distribute surveys to families to collect feedback on stress reduction and program satisfaction.
- Performance Measure: Serve 3,120 visitors (1,040 per month); compile quarterly service and survey reports.

Months 7–9:
- Service Monitoring: Conduct mid-term evaluation of operational efficiency and staff performance.
- Community Outreach: Strengthen partnerships with hospitals and community donors to ensure sustainable supply chains.
- Performance Measure: Mid-term report submitted, including data on individuals served and survey results.

Months 10–12:
- Final Assessment: Analyze annual outcomes, including total individuals served (target: 12,480), survey results (target: 85% positive feedback), and operational consistency.
- Report Preparation: Compile and submit a comprehensive grant report detailing achievements and lessons learned.
- Performance Measure: Program achieves all measurable outcomes; final report submitted.

Summary of Key Milestones:

- Month 1–2: Staff hired and trained; supplies procured.
- Month 3: Expanded schedule implemented; program serving families.
- Months 4–9: Continuous operations; quarterly evaluations conducted.
- Month 12: Annual outcomes reviewed; grant report completed.

This timeline ensures a phased, realistic approach to achieving the program's outcomes, including expanded availability, reliable service delivery, and measurable impact on hospital NICU and pediatric families.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

RMHC-HI has a proven track record of effectively supporting families with critically ill children, demonstrating its capacity to execute the proposed HCP expansion.

Past Performance**:** Since 1987, RMHC-HI has operated two Ronald McDonald Houses in Honolulu, providing a "home-away-from-home" for families on Oahu seeking specialized medical care. These facilities have collectively served thousands of families, offering lodging, meals, and emotional support during challenging times.

In 2024, RMHC-HI launched its first Hospitality Cart at Kaiser Permanente Moanalua Medical Center, followed by a second cart at Kapiʻolani Medical Center for Women & Children. These carts, stocked with snacks, beverages, and activity items, have been well-received, providing comfort to families in NICU and pediatric units.

Current Capacity: RMHC-HI's dedicated team, led by experienced professionals like Director of Operations Kanoe Paauhau, oversees the daily operations of the Ronald McDonald Houses and the Hospitality Cart Program. The organization has established strong partnerships with local hospitals, ensuring seamless integration of services within medical facilities.

The existing volunteer base has been instrumental in operating the Hospitality Carts, demonstrating the community's commitment to supporting families in need. RMHC-HI's established protocols for volunteer training and program management provide a solid foundation for program expansion.

Plan to Acquire Additional Capacity: To expand the HCP from 8 days/24 hours to 20 days/120 hours per month, RMHC-HI plans to transition from a volunteer-based model to a staff-supported operation. This includes hiring two part-time staff members dedicated to the program, ensuring consistent and reliable service delivery. The organization will also enhance its supply chain management to accommodate increased demand, leveraging existing relationships with donors and suppliers.

Demonstrated Success: Feedback from families using the Hospitality Carts has been overwhelmingly positive, highlighting the program's impact on reducing stress and providing comfort during hospital stays. The successful implementation of the initial carts showcases RMHC-HI's ability to manage similar initiatives effectively.

By leveraging its extensive experience, established infrastructure, and community partnerships, RMHC-HI is well-positioned to successfully expand the Hospitality Cart Program, thereby enhancing support for families with children in NICU and pediatric units across Hawaii.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes. OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

RMHC-HI's Capacity to Achieve Proposed Outcomes:

Organizational Knowledge: RMHC-HI has over 35 years of experience supporting families with critically ill children. Its deep understanding of the unique challenges faced by NICU and pediatric families has shaped its ability to design and deliver programs that directly address these needs. The organization has successfully implemented various family-centered initiatives, including the operation of Ronald McDonald Houses and the Hospitality Cart Program.

Staffing: The proposed expansion includes hiring two part-time staff members to ensure the consistent delivery of services. These staff will be trained in family engagement, program logistics, and reporting to uphold RMHC-HI's high standards. The current team, led by an experienced Director of Operations, ensures the program is well-managed and aligns with organizational goals.

Fiscal Resources: RMHC-HI is supported by a combination of community donations, grants, and corporate sponsorships, which have enabled the organization to sustain its operations for decades. The requested GIA funding will be used to partially support staffing for the Hospitality Cart Program, with existing fiscal resources supplementing operational needs.

Facilities and Other Resources: RMHC-HI operates two Ronald McDonald Houses in Honolulu, providing infrastructure and logistical support for the Hospitality Cart Program. The organization has established relationships with Hawaii's leading hospitals, including Kaiser Permanente Moanalua Medical Center and Kapi'olani Medical Center for Women & Children, which host the carts. These partnerships ensure access to facilities and enhance program delivery.

Stakeholders and Relationships: RMHC-HI has strong partnerships with hospitals, corporate sponsors, and community donors who support the Hospitality Cart Program through financial contributions, in-kind donations, and logistical collaboration. The organization works closely with hospital staff to align services with the needs of families, ensuring seamless integration into hospital settings.

Other Relevant Resources: The existing Hospitality Carts are fully operational and equipped to meet the needs of hospital visitors. RMHC-HI's established protocols for managing supplies, training volunteers, and collecting data ensure program efficiency. The organization's robust community support network, including volunteers and donors, provides an additional layer of capacity.

RMHC-HI's extensive experience, established infrastructure, and strong community and hospital partnerships ensure the organization has the capacity to achieve the proposed outcomes. By leveraging these resources, RMHC-HI will successfully expand the Hospitality Cart Program to serve 12,480 hospital visitors annually, reducing stress and improving the well-being of families during critical medical events.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

RMHC-HI's Plan:

1. Diversified Funding Sources: RMHC-HI will actively pursue additional funding opportunities to sustain and expand the HCP beyond the grant period. This includes:

- Corporate Sponsorships: Building partnerships with businesses to secure long-term sponsorships for operational costs and supplies.
- Community Fundraising: Hosting events and campaigns to engage the local community and raise funds for the program.
- Grant Applications: Applying for additional grants from foundations and government sources that support family-centered health initiatives.

2. Strengthening Partnerships: RMHC-HI will deepen collaborations with Hawaii hospitals- e.g. Kaiser Permanente and Kapi'olani Medical Center - to ensure continued access to facilities and operational support. These partnerships will allow for program integration into hospital systems, making the HCP an essential component of family services.

3. Operational Efficiency: The transition to a staff-based model will provide consistent service delivery, creating a reliable framework for sustaining the expanded schedule of 20 days/120 hours per month. RMHC-HI will continuously evaluate program performance, using data to optimize operations and demonstrate the program's value to stakeholders.

4. Community Engagement: RMHC-HI will engage the community through volunteer opportunities and donation drives. By creating a sense of ownership and support among community members, it can ensure ongoing time, resources, and funding contributions.

5. Scaling for Expansion: RMHC-HI will explore the feasibility of expanding the HCP to other hospitals, particularly in underserved areas. It will pilot new carts based on lessons learned ensuring scalable and replicable models.

By leveraging diverse funding sources, strategic partnerships, and community support, RMHC-HI is well-positioned to sustain and grow the HCP beyond the grant period, ensuring continued support for families with critically ill children across Hawaii.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

1. Staffing: RMHC-HI has a dedicated team with decades of experience managing family-centered programs. Its leadership ensures effective oversight and strategic planning. The newly hired staff for the HCP will be retained beyond the grant period, with their positions supported through diversified funding streams. Trained volunteers will continue to supplement staffing needs, enhancing program delivery and community involvement.

2. Funding: RMHC-HI's long-standing relationships with corporate sponsors, foundations, and individual donors provide a stable financial base. The organization plans to:

- Secure Multi-Year Commitments: Collaborate with corporate sponsors and grant-making organizations to establish long-term funding agreements.
- Expand Fundraising Campaigns: Leverage its strong donor network and reputation to increase contributions through annual giving campaigns and special events.

- Strengthen In-Kind Support: Continue partnerships with local businesses and community groups to secure donations of snacks, drinks, and activity items.

3. Facilities and Partnerships: RMHC-HI's existing partnerships with Kaiser Permanente and Kapi'olani Medical Center ensure access to hospital facilities for the HCP. These established relationships create a foundation for sustained operations, as hospital administrators value the program's contributions to family well-being and are likely to advocate for its continuation.

4. Organizational Infrastructure: RMHC-HI's robust administrative and operational systems, including supply chain management, financial oversight, and performance evaluation processes, enable efficient program delivery and accountability. These systems are scalable to support sustained and expanded activities.

5. Community Support: RMHC-HI has cultivated a loyal base of community supporters, including donors and volunteers, who are invested in its mission. This strong community backing ensures continued engagement and resources for the program.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: N/A
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

RMHC-HI's proposal aligns seamlessly with the objectives of an Age-Friendly Honolulu Project by integrating kupuna into meaningful roles involving; NICU cuddler programs; pediatric patient interaction; family support; administrative assistance; and special events leverages their unique strengths—compassion, wisdom, and experience—while addressing key goals of Age-Friendly initiatives.

1. Promoting Active Aging: The project provides kupuna with structured opportunities to remain active and socially connected through volunteer roles. These activities support their physical, emotional, and cognitive well-being, reducing risks of social isolation and age-related decline.

2. Building Intergenerational Connections: By engaging kupuna as cuddler program volunteers and in roles supporting pediatric patients and families, the project encourages

meaningful interactions across generations, enhancing mutual understanding and cultural exchange.

3. Leveraging Kupuna Expertise: Many seniors possess life skills, patience, and empathy that are ideal for roles requiring nurturing care and emotional support. Their involvement enriches the hospital environment, offering families and patients a comforting, community-centered presence.

4. Community Inclusion: Engaging kupuna in hospital roles highlights their value within the community, promoting an inclusive approach to health care that embraces contributions from all age groups.

Addressing Additional Reporting Requirements: If awarded, RMHC-HI will implement robust tracking and reporting mechanisms to meet the GIA's additional reporting requirements:

1. Volunteer Management System: A centralized system will document the participation of kupuna volunteers, tracking hours served, roles performed, and activities completed. This will enable detailed, real-time reporting on volunteer engagement.

2. Impact Metrics: RMHC-HI will measure outcomes aligned with project objectives, including:

    - Kupuna Impact: Surveys to assess volunteers' perceived benefits, including physical activity, social connections, and sense of purpose.
    - Patient and Family Feedback: Evaluations to gauge the effectiveness of kupuna involvement in supporting patient care and family well-being.
    - Operational Efficiency: Tracking the administrative and operational support provided by kupuna to measure its impact on hospital workflows.

3. Regular Reporting: RMHC-HI will submit quarterly and annual reports summarizing key achievements, challenges, and lessons learned. These reports will include both quantitative data (e.g., hours volunteered, number of patients supported) and qualitative narratives (e.g., stories from kupuna and families).

4. Compliance Assurance: RMHC-HI will assign a dedicated project coordinator to ensure timely compliance with all reporting and accountability requirements, including audits or evaluations requested by funding agencies.

Proposal 138

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	SafeRide Hawaii
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	SafeRide Hawaii: Driving Awareness, Saving Lives

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

SafeRide Hawaii is a nonprofit organization with a mission to save lives by providing a service that takes intoxicated drivers and their cars home safely. We aim to live in a world where intoxicated driving is non-existent. SafeRide Hawaii was established in 2021 and continues to grow its community awareness efforts through community outreach projects, public service announcements, speaking engagements, educating students in schools, including drivers education, and recruiting volunteers to support our mission SafeRide Hawaii will change the community culture where intoxicated driving is inexcusable and unacceptable.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

The grant activity will address the community and inform the public of safe rides for impaired individuals, ensuring they and their vehicles return home safely, addressing critical community safety needs. Measures of success include the number of schools and organizations that we speak to and the number of pledges we have collected. The primary beneficiaries are intoxicated individuals who require safe transportation, indirectly benefiting their families and the broader community by reducing the risks associated with drunk and drugged driving.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The grant activity will expand SafeRide Hawaii's outreach to 20 high schools, 5 colleges, and 20 restaurants and bars. Informing high school and adult youth of the dangers of impaired driving, ensuring they and their vehicles return home safely, addressing critical community safety needs. Measures of success include the number of schools visited, 20 high schools, 5 colleges and 10,000 students informed.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $14000	☒ District 2 $3400	☒ District 3 $9000
☒ District 4 $4800	☒ District 5 $6400	☒ District 6 $5400

☒ District 7 $20000	☒ District 8 $6400	☒ District 9 $6212
Total Amount Requested (must be $25,000 to $150,000)	$75,612.00	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☒ H. Public Service – Other (describe): To reduce the risks of intoxicated driving through education, outreach and direct services.	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Chanda Park — 11-21-2024

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title: Chanda Park, Executive Director

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Chanda Park
(Signature)

Chanda Park
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that CHANDA PARK (name), PRESIDENT (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Shauna Park
Rayann Echavez
Treasurer

(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 21st day of November, 2024, before me appeared CHANDA PARK, personally known to me, who, being by me duly sworn, did say that he/she is the President of SAFERIDE HAWAII and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said President acknowledged said instrument to be the free act and deed of said corporation.

AMPHAY CHAMPATHONG NOTARY PUBLIC No. 23-57 STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: JANUARY 29, 2027

Doc. Date: 11/21/24 # Pages 1
Name: 1st Circuit
Doc. Description: CERTIFICATE OF THE BOARD OF DIRECTOR NO OBLIGATION IN ARREARS

11/21/24
Signature Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Driving under the influence (DUI) is a pervasive issue in Hawaii, contributing to 39% of all traffic fatalities annually. This statistic underscores a critical need for intervention, particularly during high-risk periods such as weekends, holidays, and community events. Hawaii's roads have become dangerous for residents and visitors alike, with impaired driving posing a significant risk not only to drivers but also to pedestrians and other motorists. The problem disproportionately affects vulnerable populations in low- to moderate-income areas, where access to safe transportation alternatives is often limited.

The target population for SafeRide Hawaii includes individuals at risk of impaired driving, particularly those in low- to moderate-income communities. Many residents in these areas lack access to reliable public transportation or cannot afford alternative rideshare services, increasing the likelihood of driving under the influence. This population also includes individuals working in industries where alcohol consumption is prevalent, such as hospitality and tourism. By providing free or low-cost rides, SafeRide Hawaii directly addresses this gap, ensuring these individuals have safe transportation options.

Community data reveals that DUI incidents are not only a public safety issue but also a significant economic burden. The financial impact of DUI-related accidents—medical expenses, legal costs, and loss of productivity—affects families and local economies, particularly in low-income neighborhoods. Surveys and feedback from community stakeholders, including law enforcement and local businesses, consistently highlight impaired driving as a top public safety concern. SafeRide Hawaii's initiatives align with these priorities by reducing DUI incidents and associated costs.

According to the Hawaii Department of Transportation, there were over 511 DUI arrests in 2023, with a noticeable concentration in economically disadvantaged areas. This data supports the urgent need for targeted interventions in these communities. Additionally, feedback from SafeRide Hawaii's program participants highlights the life-saving impact of the service. In 2024 alone, SafeRide provided 77 rides, potentially saving countless lives and preventing dozens of DUI incidents.

Beyond immediate safety, SafeRide Hawaii's work supports broader community development goals. By reducing DUI incidents, the organization helps create safer environments, which can attract more businesses and enhance the quality of life in vulnerable areas. Furthermore, SafeRide's volunteer program fosters community engagement and skill-building, providing residents with opportunities to give back and gain valuable experience. This holistic approach ensures that SafeRide Hawaii's impact extends beyond transportation, contributing to long-term community resilience and development.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

The 2026 GIA grant will support SafeRide Hawaii's comprehensive outreach and marketing campaign to address the critical issues of impaired driving. This initiative will target high school and college students, as well as establishments that serve alcohol, to promote SafeRide's mission and services. Over the grant period, we will reach 20 high schools and engage with 5,000 students through their driver education programs. Our goal is to have 1,000 students commit to safe driving by signing pledge cards. Additionally, outreach efforts will extend to five colleges, where we will engage 5,000 students and secure 1,000 pledge card commitments. Beyond educational institutions, we will collaborate with 20 restaurants, bars and public events to distribute information about SafeRide Hawaii's services and encourage responsible decision-making among patrons.

This grant activity was chosen to directly target populations most vulnerable to impaired driving. Data consistently shows that young drivers, particularly those between 16-24 years old, are at a higher risk of engaging in dangerous driving behaviors, including driving under the influence. By integrating our program into driver education curricula and campus-wide events, we aim to instill a culture of responsibility and safety among youth and young adults. Additionally, partnering with restaurants and bars will help us reach those most likely to need SafeRide Hawaii's services, reducing the likelihood of DUI incidents and fostering safer community spaces.

This multi-faceted approach effectively addresses the community's need by combining education, direct engagement, and accessible transportation solutions. By involving high schools and colleges, SafeRide Hawaii can reach a large, impressionable audience, shaping attitudes toward impaired driving early in life. Collaboration with local establishments will further extend the program's impact, providing critical information and options where decisions about driving are often made. Together, these efforts will contribute to a more informed and responsible community, safer roadways, and reduced DUI-related incidents, including fatalities.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The 2026 SafeRide Hawaii initiative aims to directly benefit 20,000 individuals during the

grant term. This includes 10,000 students across high schools and colleges and 10,000 patrons at partner restaurants, bars and public events. Key measurable outcomes include: distributing educational materials to all 20,000 participants, obtaining 2000 signed pledges from students committing not to drive under the influence, and reaching at least 20 establishments with our SafeRide resources. Additionally, SafeRide Hawaii will track the number of events held, participant attendance, and engagement levels at school events and community outreach efforts. Surveys will also be conducted to assess changes in awareness and attitudes toward impaired driving.

This project aligns with the purposes and priorities of the Grants in Aid Fund by promoting public safety and fostering healthier communities. The outreach and educational efforts are designed to prevent DUI-related incidents, which are a significant contributor to traffic fatalities in Hawaii. By targeting vulnerable youth and patrons in high-risk environments, SafeRide Hawaii addresses systemic community safety issues and promotes responsible decision-making as drivers and passengers. These activities also contribute to community and economic development by reducing the societal and financial costs associated with impaired driving, such as crashes, legal proceedings, and healthcare.

The target population, including high school and college students and patrons of local establishments, will benefit directly from increased awareness of the risks of impaired driving and the availability of SafeRide Hawaii's services. Students will gain critical life-saving knowledge through driver education programs and campus events, encouraging responsible behaviors from a young age. Patrons of partner restaurants and bars will have access to safe transportation options, reducing the likelihood of DUI incidents. Collectively, these efforts will enhance community well-being, reduce traffic-related injuries and fatalities, and create a safer, more informed population.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

SafeRide Hawaii will implement a comprehensive marketing strategy to reach 500,000 individuals in Oahu through social media, print, radio, and television. In partnership with MADD (Mothers Against Drunk Driving) and other organizations, we will amplify our outreach efforts following MADD's 40th anniversary. This partnership will enable us to engage with their network of supporters and collaborate on public education initiatives. MADD will assist in identifying key events and audiences, while SafeRide Hawaii will provide presentations and distribute SafeRide services information cards. Additionally, we will partner with schools, colleges, and local businesses to further embed our message of safe, responsible driving within the community.

To achieve our goals, we have established quarterly milestones. In the first quarter, we will develop a strategic marketing plan, identifying target audiences and scheduling outreach efforts for schools, colleges, and establishments. The second quarter will focus on attending community events and conducting presentations at high school driver education programs, aiming to sign pledge cards and distribute materials. During the third quarter, our efforts will shift to colleges, where we will participate in campus-wide events and promote SafeRide services. Finally, in the fourth quarter, we will reach out to restaurants and bars, educating their patrons on the importance of using safe ride options to prevent impaired driving.

Success will be measured by the number of individuals reached through various media

channels, the number of events attended, and the engagement at these events. Specific performance metrics include reaching 500,000 individuals through our marketing campaign, securing 2,000 student pledges, and engaging 20 establishments in promoting SafeRide services. Partner organizations, such as MADD, will provide support by co-hosting events, sharing resources, and expanding our outreach efforts. These partnerships, along with our structured action plan, will ensure that we meet our measurable outcomes and create a lasting impact in reducing impaired driving incidents on Oahu.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The proposed budget is designed to ensure SafeRide Hawaii achieves its desired outcomes of increasing community awareness, reducing impaired driving incidents, and expanding safe transportation services. The largest allocation, $48,000, will fund a full-time Program Manager who will oversee outreach efforts, manage volunteer recruitment and training, and coordinate activities with schools, restaurants, and bars. Fringe benefits of $3,672 ensure the sustainability of this role, allowing the manager to focus on the successful execution of our program objectives. This dedicated staff member is essential for maintaining consistent program operations and achieving measurable results, such as reaching 20,000 individuals and securing 2,000 pledge commitments.

To enhance program delivery and maintain operational efficiency, $6,600 is allocated for contractors specializing in grant and program management, software development, accounting, and marketing. These experts will ensure that financial accountability, technological infrastructure, and promotional efforts are executed effectively. Additionally, $8,000 is designated for the production of educational flyers, brochures, and other print materials to support outreach efforts in schools, restaurants and bars. These materials will play a critical role in promoting SafeRide Hawaii's services and reinforcing the message of responsible choices.

Other essential expenses include $300 for postage and $240 for telecommunications such as phone and internet services, ensuring smooth communication and coordination. Marketing and advertising costs of $6,400 will support targeted campaigns to reach broader audiences through social media, radio, and television. Software expenses of $1,000 will enable us to manage program data and volunteer coordination efficiently. Indirect costs of $1,400 will cover miscellaneous administrative expenses, ensuring that SafeRide Hawaii operates effectively. Together, this budget is strategically aligned to deliver impactful results, achieving program goals and fostering safer roads across the community.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Our project timeline begins on November 1, 2025, and spans 12 months to achieve our measurable outcomes. In the first quarter (November 2025 – January 2026), we will finalize partnerships, develop a detailed marketing strategy, and create outreach materials. This phase will include initial coordination with MADD and other partners to leverage their networks for early promotion. Additionally, we will begin scheduling school and college presentations and identify key community events for participation.

In the second quarter (February – April 2026), SafeRide Hawaii will focus on high school outreach, participating in driver education programs and presenting at school assemblies. We will also expand our marketing campaign across social media, radio, print, and TV to promote SafeRide services. Community events during this period will provide further opportunities to

distribute pledge cards and informational materials. By the end of this quarter, we anticipate reaching 50% of our targeted pledge signings from high school students.

During the third and fourth quarters (May – October 2026), our efforts will shift towards outreach at colleges and establishments. From May through July, we will actively engage with colleges, participating in campus events to secure student pledges. In the final quarter, from August through October, we will collaborate with restaurants and bars to promote safe ride options. We will conduct follow-up evaluations in October to assess program impact, collect feedback, and prepare a final report summarizing outcomes and achievements. This comprehensive timeline ensures that all milestones are met and aligns with the project's goals to enhance road safety and community engagement.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

SafeRide Hawaii has a proven track record of success in reducing impaired driving and promoting road safety through community outreach and education. In previous grant cycles, our outreach programs reached over 15,000 individuals, including high school and college students, resulting in 1,000 signed pledges to avoid driving under the influence. Partnering with local driver education programs and the Drive with Aloha program with Keep it Flowing, LLC, we have consistently delivered impactful presentations to over four high schools and have collaborated with various organizations and event planners.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

SafeRide Hawaii has demonstrated the capacity to achieve the proposed outcomes through established partnerships and a dedicated team deeply committed to the mission of preventing impaired driving. Our successful collaborations with the University of Hawaii Athletic Program and our presence at community events such as March of Dimes Gala and Golf Tournament, other Golf Tournaments such as 604 and Oakley, the Kailua Fall Festival, Smoked at Wai Kai, A Whiskey Affair, Taste of Mana Gala, and the Hawaii Home Ownership Center Gala reflect our ability to engage diverse community groups. These partnerships have enabled us to effectively promote safe driving alternatives and increase the visibility of our services. Our ongoing collaborations with event planners further attest to our reliability and the trust we've built within the community.

The organization is led by a highly skilled and passionate team, each bringing unique expertise and a personal connection to the mission. Executive Director, Chanda Park, mother of Azalia Park who was killed by a drunk driver, combines her financial acumen and extensive network to secure partnerships and funding. Amphay Champathong, Board Vice President and attorney, brings legal expertise and nonprofit management experience from CASA Hawaii. Outreach and Events Coordinator Shayna Park, Azalia Park's sister, leverages her

event coordination experience to drive impactful campaigns. Rayann Echavez, the organization's administrator, ensures efficient financial and operational management. This leadership team is further supported by a dedicated group of volunteers, many of whom have been personally affected by the tragic consequences of impaired driving.

Our organization is equipped with the necessary resources to meet and exceed our goals. We maintain a robust fiscal management system, leveraging both internal expertise and external partnerships to maximize impact. Additionally, our strong relationships with stakeholders, including schools, community organizations, and law enforcement, enhance our ability to reach vulnerable populations and deliver life-saving services. These assets, coupled with our proven track record, ensure that SafeRide Hawaii is well-positioned to successfully implement and expand its programs.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

SafeRide Hawaii has a comprehensive plan to sustain and expand its activities beyond the grant period. We will seek additional funding through targeted grant applications, including the Atherton Grant, Hawaii USA Federal Union Grant, and AmeriCorps VISTA programs. Additionally, by partnering with Aloha United Way, we aim to tap into their extensive network of donors and resources to enhance our service offerings. These grant opportunities and partnerships will provide a diversified funding base, ensuring the financial stability and continuity of our programs.
To further bolster our sustainability efforts, we plan to enhance our fundraising initiatives. This includes launching an annual fundraising campaign, complemented by a letter-writing initiative targeting our established network of supporters, past donors, and community stakeholders. By leveraging our social media platforms and event presence, we will amplify our outreach to new donors while strengthening our relationships with existing supporters. These efforts will create a sustainable financial model that allows us to maintain and expand our programs, ensuring that SafeRide Hawaii continues to play a vital role in promoting road safety across the state.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

SafeRide Hawaii has the organizational capacity and resources to execute and sustain its initiatives beyond the grant period. Our dedicated team, comprising experienced staff and committed volunteers, ensures that we have the human capital to expand our outreach and program delivery. The leadership of Executive Director, Chanda Park, along with the expertise of board member, Amphay Champathong and Outreach and Events Coordinator Shayna Park, provides a solid foundation for managing operations, finances, and community engagement. Additionally, our long-standing partnership with the Department of Transportation strengthens our credibility and enhances our ability to secure ongoing support. We also benefit from a robust network of community partners which allows us to extend our reach and amplify our impact. Partners include the University of Hawaii Athletic Program, MADD, Keep it Flowing, LLC's Drive with Aloha Program and numerous event planners. With these partnerships, we can tap into new audiences and leverage shared resources to increase our program's visibility and effectiveness. Our established presence at public

events, combined with an active volunteer base inspired by our mission, positions us to sustain and grow our activities well into the future.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**20%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 20 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: SafeRide Hawaii: No More Excuses Initiative CT-DCS-2500057
   Grant Period: 11/01/2024-10/31/2025 Grant Amount: $41,458
   Grant Purpose: SafeRide Services, Recruiting Volunteers, Support
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Office of Grants Management

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☒ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

SafeRide Hawaii aligns with the Age-Friendly Honolulu initiative by fostering an inclusive environment that encourages volunteers of all ages to participate in meaningful activities and events. Our organization values the contributions of older adults, with several volunteers over 60 years old actively involved in events, serving on our board, and assisting with networking efforts to connect SafeRide Hawaii to local businesses and organizations. By embracing a multigenerational approach, we enhance the knowledge, experience, and skills within our organization, fostering a stronger community connection and enriching our programs. Additionally, SafeRide Hawaii addresses the needs of older adults by offering services for impaired driving due to incapacitation from medical and dental procedures. If awarded, we are prepared to meet the additional reporting requirements by maintaining detailed records of activities, demographics of those served, and outcomes achieved, ensuring accountability and alignment with Age-Friendly Honolulu goals.

APPENDIX A: TIER I GRANT PROPOSAL (Grants between $5,000 and $10,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Samaritan Counseling Center Hawai'i
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Mental Health Education Workshops

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Samaritan Counseling Center Hawaii (SCCH)'s mission is to provide professional and accessible mental health counseling for individuals, families, and communities in Hawaii. Since 1989, we accept all clients, including uninsured, underinsured, elderly, and low-income clients, regardless of their ability to pay; and provide mental health education to help reduce the stigma of mental illness.

E. Briefly describe the single event, performance, class, or other non-programmatic Grant Activity and need being filled. *(400 character count limit)*

The grant activity will address the need for mental health education and peer support, supplement existing public programs, and fight the stigma of mental illness. SCCH will provide a series of six (6) free in-person or virtual mental health workshops. Topics will focus on issues such as stress, anxiety, caregiving, depression, and suicide prevention.

F. Briefly summarize single event, performance, class, or other non-programmatic Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Funding will benefit 45-90 individuals and families who may be impacted by mental health struggles, many of whom have low-to-moderate income and limited access to wellness resources. Six (6) free workshops will be provided virtually or within the City and County of Honolulu, providing 6-9 hours of mental health education and support.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☒ District 4 $2,312	☒ District 5 $2,313	☒ District 6 $2,313
☒ District 7 $2,312	☐ District 8 $	☐ District 9 $
Total Amount Requested (must be between $5,000 and $10,000)	$9,250	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Single event, performance, class, or other non-programmatic projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☒ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Single event, performance, class or other non-programmatic projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Rachelle Chang

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Rachelle Chang, Executive Director

11/18/24
Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

AnneMarie Gumataotao
(Signature)

AnneMarie Gumataotao, Board Vice President
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Rachelle Chang (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

AnneMarie Gumataotao
(Signature)

AnneMarie Gumataotao
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 12 day of November, 2024, before me appeared AnneMarie Gumataotao, personally known to me, who, being by me duly sworn, did say that he/she is the Board Vice President of Samaritan Counseling Center Hawaii and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said ~~Linda Rich~~ AnneMarie Gumataotao acknowledged said instrument to be the free act and deed of said corporation.

STACIE L. IKEI NOTARY PUBLIC No. 90-857 STATE OF HAWAII

STACIE L. IKEI NOTARY PUBLIC No. 90-857 STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: 11·6·26

Doc. Date: undated # Pages 1

Name: STACIE L. IKEI 1st Circuit

Doc. Description: Certificate of the Board of Directors No Obligations in Arrears; Certificate of the Board of Directors Authorization to Assign Authority

Signature Date

NOTARY CERTIFICATION 11·12·24

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the single event, performance, class, or other non-programmatic public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(500 character count limit)*

NEED:
In Hawai'i, 21.47% of adults experienced a mental illness and 17.15% of youth ages 12-17 experienced at least one major depressive episode in the past year. (State of Mental Health In America, 2024). From January to September 2024, there were over 69,000 calls to the Hawai'i CARES Crisis line, often for mental health reasons (Hawai'i Behavioral Health Dashboard).

IMPACT:
Six (6) free mental health education workshops will be provided in-person or virtually, benefiting 45-90 individuals who may be impacted by mental health struggles and have limited access to wellness resources.

B. Describe the proposed plan

1. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(500 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

PROGRAM:
The workshops will address the need for mental health education and support, supplement existing public programs, and fight the stigma of mental illness. SCCH will provide six (6) free mental health workshops, in-person or virtual, on topics such as stress, anxiety, caregiving, depression, and/or suicide prevention.

OUTCOMES:
The workshops will reach individuals and familes in Districts 4, 5, 6, 7, and 8, many with limited access to health resources, providing 6-9 hours of mental health education, resources, and support to help strengthen mental wellness and resilience.

2. Provide an action plan to achieve the stated measurable outcomes. If the single event, performance, class, or other non-programmatic Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(1,000 character count limit)*

NOVEMBER 2025-JANUARY 2026:
* Secure workshop coordinator

JANUARY-FEBRUARY 2026:
* Secure workshop presenters and mental health topics
* Select workshop dates and times
* Secure venues
* Identify key learning objectives for participants

FEBRUARY-SEPTEMBER 2026:
* Design workshop flyers
* Promote workshops in print, online, and social media
* Finalize workshop agendas, materialss, and supplies
* Present workshops
* Compile participant data and program analytics

OCTOBER-NOVEMBER 2026:
* Prepare grant report

3. Provide a narrative that explains how the budget in Section III and the deliverable schedule in Section IV will achieve the desired outcomes. (*1,000 character count limit)*

PROFESSIONAL AND CONTRACTUAL FEES: $6,600
Funding for 1-2 workshop coordinators, who will coordinate workshops and venues, create workshop flyers, promote the workshops, and assist with communication and documentation, for up to 80 hours of coordination at $30/hour; 2-8 workshop speakers/trainers, who will prepare and lead the workshop, prepare hand-outs, and follow-up with attendees as needed; and 1-2 video editors to edit and upload workshop recordings (if available), for up to 12 hours of editing at $50/hour.

VENUE: $600
Funding for 2-6 meeting spaces at public libraries (preferred) or alternate locations; or Zoom license fees for virtual workshops.

CONSUMABLE OFFICE SUPPLIES: $50
Funding $50 for office supplies, such as pens, paper, and name badges.

PROGRAM ACTIVITIES SUPPLIES: $2,000
Funding for program activities supplies, including advertising and promotion, printing, supplies, materials, lei for presenters, lunch (optional for longer workshops), and refreshments.

DELIVERY SCHEDULE:
Charges to the grant activity will occur starting January 1, 2026. Workshops will be held in February-September 2026, virtual or in-person within the City and County of Honolulu. Deliverables include promotional flyers, sign-in sheets, presenter-coordinator timesheets,

receipts, and workshop materials. Survey data will be reported without personally-identifiable information.

C. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no awards from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Suicide Prevention Workshop #CT-DCS-2400056
   Grant Period: 1/1/2024 to 12/31/2024 Grant Amount: $9,800
   Grant Purpose: To provide a free suicide prevention workshop
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Office of Grants Management

2. Grant Activity Name & Contract #: Suicide Prevention and Resilience Workshop #CT-DCS-2300053
   Grant Period: 1/1/2023 to 12/31/2023 Grant Amount: $6,975
   Grant Purpose: To provide a free suicide prevention and resilience workshop
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Office of Grants Management

3. Grant Activity Name & Contract #: Suicide Prevention and Resilience Workshop #CT-DCS-2100075
   Grant Period: 10/1/2020 to 9/30/2021 Grant Amount: $5,985
   Grant Purpose: To provide a free suicide prevention and resilience workshop

Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Office of Grants Management

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

5. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

6. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

7. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

8. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

9. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

10. Grant Activity Name & Contract #: _____
    Grant Period: _____ Grant Amount: _____
    Grant Purpose: _____
    Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
    Administrating Division: _____

D. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Scouting America, Aloha Council
B. Is Grantee a Fiscal Sponsor?	**No**
C. Grant Activity Name:	Creating a Sustainable Water Infrastructure at Camp Pupukea to ready the site as a Disaster Resiliency Hub

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

The Scouting America, Aloha Council, is a 501c3 non-profit organization committed to fostering youth development and leadership across Hawaii and the Pacific. Established in 1931, the Aloha Council serves over 3000 young men and women through programs such as Cub Scouts, Scouts BSA, Sea Scouts, Venturing, and Exploring, which together emphasize character, citizenship, and personal wellness.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

This grant would help rehabilitate and modernize the aging water infrastructure at Camp Pupukea on Oahu's North Shore. Improvements will help the Council better serve scouts and leaders, expand programming and camp use opportunities to the local community, and prepare the site to be used as a disaster resiliency hub to serve the community in the wake of a natural disaster.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Grant activities include:

- Replace the main water line from the reservoir to camp
- Replace pumps that feed the main water line
- Clear trees trees that threaten the pump house
- Update old, failing parts of water storage tanks and other fittings
- Purchase parts for tractor so we can do additional clearing in-house

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1	☒ X District 2	☐ District 3
$	$ 150,000	$

☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $	☐ District 8 $	☐ District 9 $
Total Amount Requested (must be $25,000 to $150,000)	**$150,000**	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	**X H. Public Service – Other (describe): People in Disaster-Vulnerable Communities**	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Date 11/21/24

Printed Name and Title: CEO/Scout Executive

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Jason Fujita
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Jason Fujita (name), Board President (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

(Print name)

STATE OF HAWAII)

CITY AND COUNTY OF HONOLULU)

On this 20th day of November, 2024 before me appeared Jason Fujita, personally known to me, who, being by me duly sworn, did say that he/she is the Board President of The Boy Scouts Hawaii and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said — acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii

My Commission expires: 2/7/26

ASHLEE H. FUJITA NOTARY PUBLIC No. 10-29 STATE OF HAWAII

NOTARY CERTIFICATION

Doc. Date: 7/20/24 # Pages 1
Name: Ashlee H. Fujita 1st Circuit
Doc. Description: Certificate of the Board of Directors no obligations in arrears

Signature 7/20/24 Date

ASHLEE H. FUJITA NOTARY PUBLIC No. 10-29 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

In recent years, we have seen an increase in severe storm systems across the world. Here in Hawaii, where we recently experienced one of the country's most devastating wildfires, we must do everything to support our community's preparedness so we can be ready in the wake of any kind of disaster. We have watched the severity of hurricanes and other storm systems impact other island-states, and know the danger such a storm could pose to our community. Homes, especially older and/or poorly constructed homes, could be wiped out in an instant. A knocked out power grid could take weeks to repair. A hit to our ports could mean that necessary food and supplies would not be able to reach Oahu, where 90% of all food consumed comes to us via cargo ship. In short, only the most adequately prepared households would successfully manage these challenges.

With this grant, the Scouting America, Aloha Council seeks to strengthen Camp Pupukea's ability to serve as a Disaster Resiliency Hub in a time of crisis. The first step to doing so is to revitalize the camp's water infrastructure to ensure it can withstand a disaster. Currently, the aging infrastructure is weak and open to multiple vulnerabilities.

The goals of this grant, then, are to:

Enhance Community Resilience: By upgrading critical infrastructure at our high-elevation camp, we will enhance the resilience of our local community to climate impacts and environmental challenges. Our camp is strategically located to provide refuge and support during or following natural disasters such as hurricanes, wildfires, and floods.

Serve as a Disaster Assistance Center: Our camps have a proven track record of serving as disaster assistance centers. In August 2023, we hosted over 100 Red Cross workers and several displaced families at Camp Maluhia on Maui. Improved infrastructure will enable us to better serve in a similar capacity on Oahu if called upon to do so in the future.

Improve Public Health and Safety: Upgraded facilities will ensure the camp can continue to serve as a vital community resource, offering a safe and healthy environment for both everyday use and emergency situations.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

At Camp Pupukea, we have access to a reservoir and to the infrastructure to move the water to our camp and then around once it gets to camp, but this infrastructure needs significant improvements. The camp's water line system, installed over 60 years ago, has significantly deteriorated and is now prone to frequent leaks. The lines within camp are also wearing, and

many have been repaired over the years in a patchwork system that is prone to issues. PVC pipes run above ground in several areas and can get kicked out of place or damaged from regular weathering.

The pump and pump house that help move the water through these lines are also aging. They need to be replaced completely. They are also threatened by many large decaying old trees that could fall and destroy the system.

In addition, we have several components of our two 3200 gallon water storage tanks that are deteriorating rapidly and could lead to a major leak if not replaced. We are especially concerned if there were to be an earthquake or other natural disaster that disturbed the tank's foundation. If the water tanks go offline, the entire camp will need to shut down.

Another major concern for the camp is that two shower houses are currently inoperable due to insufficient greywater capture. When the DOH recently came onsite to review camp infrastructure, they identified an area where shower water was running off directly to the ground. With funding from another grant, we will purchase a new leach field system so we can continue operating camp showers.

Grant Activities will include:

Replacement of the main water line to camp and the corollary water line onsite.

Replacement of these lines will ensure fresh water flows to camp and there is no disruption in service that would disrupt our camp programs.

Replacement of fittings and other components of camp water storage tanks.

Again, replacement of these fittings and other components will ensure the camp's water system is secure and the water is protected for future generations of camp users.

Replacement of the main water pump and pump house from which water moves from the reservoir to camp.

This will ensure the camp's water is always available.

Removal of large trees that threaten the structural integrity of the pump house and pump. This will ensure the newly installed system is protected from the threat of falling trees.

Purchase of a trencher for an existing tractor

This will help the Council to conduct some of the necessary remediation and tree/shrub removal in-house and reduce overall project costs.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The proposed improvements will directly benefit the 1500+ Scouts, volunteers, and community members who visit Camp Pupukea annually. More importantly, the proposed improvements support the Aloha Council's goal for Camp Pupukea to serve as a Disaster Resiliency Hub, capable of providing short-term housing for people displaced by disaster or other community impacts.

As a Disaster Resiliency Hub, Camp Pupukea could host upwards of 700 people overnight for an extended period in onsite cabins and camp sites.

This would serve the Aloha Council's goals of:

Enhancing Community Resilience: By upgrading critical infrastructure at our high-elevation camp, we will enhance the resilience of these communities to climate impacts and environmental challenges. These camps are strategically located to provide refuge and support during or following natural disasters such as hurricanes, wildfires, and floods.

Serving as a Disaster Assistance Center: Our camps have a proven track record of serving as disaster assistance centers. For instance, during the recent Maui wildfires, we hosted over 100 Red Cross workers and several displaced families at Camp Maluhia. Improved infrastructure will enable us to better serve in similar capacities in the future, providing safe, reliable shelter, non-perishable food stores, and related support services to affected communities.

Offering Disaster Resiliency Training to Underserved Communities: In addition to disaster response, our camp can function as a Community Resilience Centers offering resources and training for disaster preparedness and climate adaptation. This includes educational programs on emergency preparation and response, environmental stewardship, and sustainable living practices.

Improving Public Health and Safety: Infrastructure improvements will reduce localized pollution, enhance public health outcomes, and provide safe and reliable access to essential resources. Upgraded facilities will ensure the camp can continue to serve as a vital community resource, offering a safe and healthy environment for both everyday use and emergency situations.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

The Scouting America, Aloha Council, will serve as the project manager of the project, overseeing the execution of all project activities. We will rely upon the expertise of our resident Camp Pupukea Ranger, Nick Basler. Nick will act as the project manager, coordinating the activities of the 3rd party vendors, recruiting local volunteers to support, and ensuring overall adherence to design and other plans. Nick will also undertake various elements of the project plan such as helping to clear debris from roads, rebuild components of the pump house, and more.

Additional partners are expected to include various third-party vendors for water and sewer infrastructure, tree removal, and miscellaneous purchases and services.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

The budget includes the complete water system modernization and refurbishment project, several components of which already have funding secured. The other major funder of this project is the Hawaii Community Foundation, which has committed $100,000 to the upgrade of water infrastructure and other water conservation-related items through the Wai Maoli Fund. We also have a pending request to the Bell Charitable Foundation in the amount of $50,000. Additional staff salary funding typically comes from our General Operating funds, secured from donor contributions.

You will see from the budget that the plan includes 4 different components – Salary/Wages and Fringe Benefits for employees directly involved in the work, Salary/Wages and Fringe Benefits for administrative employees, Professional and Contractual Services, and Equipment Purchases.

Direct Salaries/Wages and Fringe Benefits:
This includes 35% of the Salary and Fringe Benefits for our Camp Pupukea Ranger, Nick Basler, who will oversee the project work for the 7-month project duration. This is based on a salary of $60,000/ year and a monthly health insurance cost of $678.

Administrative Salaries/Wages
This includes 10% of the Salary and Fringe Benefits for our Controller, Michele Kamau, who will handle all of the accounts payable and grants management/reimbursement activities associated with the grant during the 7 month project duration plus an additional reporting month. This is based on a salary of $86,500/year and a monthly health insurance cost of $678.

Professional and Contractual Services
This includes all of the third party contracting we will do with the contractors for the project. This includes all of the plumbing and pipe work, water line repair and replacement, installation of new pump, and building of new pump house.

Equipment Purchases
This includes a minimal fee of $7,000 to purchase a trencher/backhoe attachment for an existing tractor that can be used to conduct ongoing site maintenance in-house.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Timeline for Activities:

Project activities funded by other sources:

Early 2025:

- Finalize plans for complete water infrastructure update project

- Install leach field or other appropriate hygiene system to allow for reopening of camp showers.

Spring-Summer 2025:
- Begin replacement of main water line
- Replace fittings, pipes and parts of system within camp
- Update failing parts of water storage tank system

Project activities proposed under this City and County GIA request:

October 2025:
- Purchase trencher for camp tractor to enable staff to conduct some work onsite

October- December 2025:
- Continue replacement and repairs of camp water lines
- Remove trees that threaten the water infrastructure, in particular the pump and pump house structures

January – March/April 2026:
- Install new pump
- Build new pump house
- Continue tree removal or pruning as needed

April 2026: Project Complete

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

The Aloha Council owns and operates service centers and camps on four Hawaiian islands.

These include:

Camp Pupukea (Oahu):
Features: The Harry & Jeanette Weinberg Lodge, Swimming pool, Firebowl, Platform tent camping sites, Unimproved camp sites.

Camp Maluhia (Maui):
Features: Ball Field (suitable for large group tent camping), Cooks Cabin, Fire Bowl, Lions Campsite, Cabins, Lions Pavilion, Kitchen, Long House, Pop Hutton Campsite, Rotary Campsite.

Camp Honokaia (Hawaii Island):
Features: Firebowl, The Adventure Trail, Platforms, Kitchen & Dining Hall, Craft Shelter, Assembly Yard.

Camp Alan Faye (Kauai):

Features: Camp Fire Bowl, Craft Shelter, State hiking trails.

Service Centers:
Locations: Oahu Service Center (Honolulu), Maui Service Center (Wailuku).

Currently, the council is undertaking projects at Camp Pupukea (Nature Center) and Camp Maluhia (Dining Hall and Cabins). Each are managed with tight adherence to budget, health and safety, and desired project outcomes.

The projects are overseen by Scout Executive/CEO Blake Parsons and by the Aloha Council's volunteer Properties Committee, which will be further discussed below.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

The Aloha Council brings a wealth of experience and expertise to successfully manage and implement construction projects across its diverse properties.

Key highlights include:

Construction Project Management:
The Aloha Council has a robust track record of managing both large and small construction projects across its diverse properties.
The experience includes overseeing the entire project lifecycle, from planning and design to construction and completion.

County and State Funding Collaboration
The Aloha Council has a long-standing history of successfully collaborating on building projects with County and State funding.
We have a strong understanding of navigating governmental processes, compliance requirements, and leveraging public funds effectively.

Construction Professional Collaboration
Collaboration with construction professionals from Hawaii's leading firms enhances the Aloha Council's ability to ensure highest standards of excellence.
The integration of diverse perspectives and expertise contributes to successful outcomes.

Dedicated Volunteer Properties Committee:
The Aloha Council boasts a committed Volunteer Properties Committee comprising construction professionals from Hawaii's most prominent construction firms.
This committee contributes valuable industry insight, ensuring that construction projects align with industry best practices and standards.

Volunteer Properties Committee Description
The Volunteer Properties Committee serves as a vital advisory body for Scouting America's Aloha Council. This dedicated group of professionals provides guidance on the planning, development,

and maintenance of the Council's camp and service center facilities. Their collective expertise spans construction, architecture, engineering, project management, and community engagement. The committee meets monthly—or more frequently as needed—to ensure our properties remain safe, functional, and welcoming spaces for Scouts and the broader community. Members play a key role in prioritizing capital projects, evaluating proposals, and maximizing the impact of resources to align with Scouting's mission.

Volunteer Properties Committee Members:
Blake Parsons – Scouting America, Aloha Council
Billy Rayl – Scouting America, Aloha Council
Leif Adachi – Scouting America, Aloha Council (Maui)
Nick Basler – Scouting America, Aloha Council (Pupukea)
James Abeshima – Committee Chair (HDCC)
Eric Hashizume – Committee Member (HDCC)
Declan McCarthy – Committee Member
Jason Takeuchi – Committee Member (Ferraro Choi)
Corey Matsuoka – Committee Member (SSFM International)
Lyle Tabata – Committee Member (BT Contractors LLC)
Wes Segawa – Committee Member (Wes Segawa & Associates)
Charles Y. Kaneshiro – Committee Member (G70)
Gene Fukushima – Committee Member
Wayne Castro – Committee Member (HDCC)

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

The activities described in this grant will serve the camp and the local community for decades to come. These upgrades are expected to last for at least another 40-50 years, extending the life of the camp and the current water system. Once complete, it will enable the Aloha Council to continue serving Oahu's youth through day camps, week-long camps, and onsite programming and will serve the community as a Disaster Resilience Hub, reading to serve displaced residents should a disaster make their homes inaccessible or uninhabitable.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

The Scouting America, Aloha Council, is well-positioned to sustain the infrastructure at its camps and its outdoor and youth development programs beyond the grant period due to its robust infrastructure, diverse funding streams, and committed volunteer base.

Staffing and Volunteer Leadership: The council has a professional staff that oversees operations, program delivery, and fundraising efforts. This team is supported by an extensive network of volunteers, including scoutmasters, parents, and community leaders. The combined efforts of staff and volunteers enable the council to manage large-scale events, provide mentorship, and maintain scouting facilities.

Funding Diversification: The council leverages multiple funding sources, including individual donations, corporate sponsorships, annual fundraising campaigns like "Friends of Scouting," and

event-based income from activities like golf tournaments and gala dinners. Its endowment fund provides a stable financial foundation, while grants supplement operational and programmatic needs. These diverse funding streams reduce dependency on any single source of income.

Community Partnerships: Partnerships with local businesses, service organizations, and government agencies enhance the council's capacity to deliver its mission. These collaborations often result in shared resources, additional funding, and increased community engagement.

Alumni Engagement: A strong alumni network, including Eagle Scouts and former volunteers, contributes through financial support, advocacy, and volunteerism, ensuring continuity and growth.

These elements collectively ensure that the Aloha Council can not only sustain but expand its camps, programs, and services at Camp Pupukea and provide long-term benefits, disaster resiliency, and security for the people of Oahu.

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Scoutreach/Scout Grant – Contract #CT-DCS-2400008
   Grant Period: 2024 GIA Grant Amount: $200,000
   Grant Purpose: Support of Scoutreach/Scout Grant After School Programs
   Grant Activity Status: **Underway**
   Administrating Division: Department of Community Service

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	SHADE Institute
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	The Chinatown Façade Improvement and Storefront Art + Design Project

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

SHADE Institute is Hawai'i's first Public Interest Design organization. Launched in 2015, the Institute's mission is to provide innovative, community-based planning and design solutions to underserved communities and other nonprofit organizations. It accomplishes this through an annual fellowship training program and direct community engagement initiatives.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

To revitalize the historic building facades through a streamlined process, while activating vacant storefronts to make immediate physical and economic improvements in Chinatown and downtown properties. We seek to support and preserve businesses in Chinatown leveraging a façade improvement program that will help safeguard historical elements and sustain their economic and cultural presence.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

First we will work with the DPP to streamline the Chinatown Façade Improvement Procedures by clarifying the existing Special District rules followed by Community Design Workshops. Next, we will launch a Pilot Façade Improvement Project to demonstrate the program's impact at Cindy's Lei Shoppe. Finally, we will activate selected underutilized storefronts with our Storefront Art and Design Project.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☒ District 6 $150,000
☐ District 7 $	☐ District 8 $	☐ District 9 $

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick <u>ONE</u> category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☒ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Dean Sakamoto, Exec. Director

Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

_____
(Signature)

__Dean Sakamoto_____
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that _Lei Sakamoto__(name), __Treasurer_____(title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

_____
(Signature)

_____Dean Sakamoto_____
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this _____ day of_____, 202__, before me appeared ____Dean Sakamoto_____, personally known to me, who, being by me duly sworn, did say that he/she is the ___Executive Director_____ of _____Shade Institute_____ and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said ____he_____ acknowledged said instrument to be the free act and deed of said corporation.

_____
Notary Public, State of Hawaii

My Commission expires:_____

Doc. Date:_____ # Pages _____
Name: _____ ____ Circuit
Doc. Description: _____
_____
_____
Signature Date
NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. (5,000 character count limit)

The Chinatown Façade Improvement and Storefront Art Project aims to improve the historic building facades through the publication of streamlined procedures in coordination with the C&C of Honolulu, and activate vacant store fronts in the neighborhood. The Chinatown community is ethnically diverse and economically disadvantaged. Its population demographic is primarily recognized as low-income and thus, this geographic area is subject to Federal economic development initiatives such as Opportunity Zones, New Market Tax Credits, and Enterprise Zones. Chinatown is listed on the National Register of Historic Places; is a municipal Special District and is subject to Transit Oriented Development (TOD) zoning. The Riverwalk neighborhood is bisected by Nu'uanu Stream and is historically part of Chinatown's mauka sector. In the 1960s this entire sector was razed, redeveloped, and renamed the Kukui Redevelopment District. This action was implemented by the City & County of Honolulu's (C&C) Redevelopment Agency and funded by the Federal Government's Slum Clearance program. Today, despite being among O'ahu's most established community, is underserved economically and physically challenged. Many commercial properties are vacant, underutilized, in disrepair, and houses a visible homeless population. While basic municipal services are rendered, greater social and economic supplementation is needed.

Chinatown has a long history of hosting multicultural residents and significant architectural styles of the 1880s and 1940s that we want to preserve and revive. We want to support and preserve small, longtime businesses in Chinatown that have become invaluable to the Chinatown and larger Honolulu community. We are hoping a façade improvement program will help safeguard our neighborhood's historical elements and help vulnerable businesses sustain their important cultural role in Chinatown. Façade improvements to commercial and mixed-use properties will not only benefit the business occupying the property but also help preserve and restore the existing storefront facades and improve Chinatown's overall aesthetic and historic architecture. This project would also help to stabilize and increase property values. By having SHADE lead this project we can ensure the design of the project is consistent with existing C&C Special District rules.

The timing of this project is critical as the Honolulu Authority for Rapid Transit's (HART) $12B mass transit system is expected to complete the Chinatown rail station by 2031. Despite this ambitious infrastructure improvement, local and state government has not implemented any meaningful urban plan or funding for Chinatown's stakeholders to seize this opportunity. With the rail station making it more accessible to come to Chinatown, improving building facades

and filling storefronts would provide a more welcoming and enticing district for tourists and other locals to help contribute economically to these businesses.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. (3,000 character count limit)

First we will publish easy to understand procedures for property and business owners based on existing C&C DPP Special District rules.[1] The Department of Planning and Permitting has agreed to work with SHADE to develop this document. Secondly, we will include a pilot façade improvement project as a demonstration of the process/product on Cindy's Lei and Flower Shoppe, located on Maunakea Street. One of the oldest lei stands in Hawaii and is a fourth-generation family business that has been recognized as a landmark in. 1034 Maunakea Street is a DPP designated historic and architecturally significant structure.[2] Thirdly, we also propose to execute a storefront art and design project in Chinatown and adjacent Downtown empty ground floor spaces. SHADE will initiate, manage, take full responsibility of the project in collaboration with the C&C's Departments of Land Management (DLM), DPP, and Office of Economic Revitalization (OER).

See the attached Preliminary Delivery Schedule of Grant Activities. Schedule IV

The project will be informed by the City of New Haven's incentives for private property improvements in its historic urban core. There are many parallels among the Elm City's CBD and our Chinatown, from National Register Historic Register listing, Opportunity Zones, and the challenge of maintaining old buildings while boosting economic and cultural vitality.[3]

This grant will help us address our overall objective to make real and immediate physical and economic improvement in Chinatown. The façade improvement program will assist with the production and presentation of significant programs about architecture and the designed environment to promote economic develop, reach new and wider customers that are necessary to rejuvenate Honolulu's historic Chinatown District. Following of objectives of DPP Land ordinance, we are hoping to encourage signage and graphics that compliments the building design, as well as encouraging outdoor lighting that contributes to creating a safe and inviting urban environment for visitors alike.[4] With the publication of the easy to read procedures making the process more accessible to implement in the future.

[1] Department of Planning and Permitting City and County of Honolulu, Land Use Ordinance, Sec. 21-9 Chinatown special district, December 2020, revised February 6, 2024, 219-230.
[2] Department of Planning and Permitting City and County of Honolulu, Land Use Ordinance, Sec. 21-9 Chinatown special district, December 2020, revised February 6, 2024, 228-230.
[3] City of New Haven, Office of Economic Development, Façade Improvement Grant Program: Information and Guidelines.
[4] Department of Planning and Permitting City and County of Honolulu, Land Use Ordinance, Sec. 21-9 Chinatown special district, December 2020, revised February 6, 2024, 220.

We aim to activate a large portion of Chinatown's diverse 15- block historic urban core. Over 54,000 people reside in Chinatown. Its stakeholders include property owners, business owners, residents, area workers, customers, community leaders, and over 100 ethnic societies that were formed over a century ago. This façade improvement program will build upon SHADE Institute's previously funded public interest design projects in Chinatown which include the Chinatown Urban Acupuncture Project (2015), Riverwalk Revitalization (2017-2018), and the Maunakea Marketplace Urban Analysis (2018). As the city's rail station begins construction, just a block away from SHADE, many stakeholders believe that a sustained and collaborative private effort to determine Chinatown's public fate is needed now.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. (3,000 character count limit)

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The Chinatown Façade Improvement and Storefront Art Project informs, inspires, and enables greater local business owner participation in the physical and economic improvement of Chinatown. The project outcomes are materialized through an easy to read guidebook detailing the process, building rules, and regulations within the City and County special district followed by Commworkshops. As well as a pilot façade improvement project with Cindy's Lei and Flower Shoppe to showcase the efforts of the streamlined guidebook to demonstrate the process. Finally having a storefront art and design project in underutilized storefronts of active businesses.

With Chinatown also being referred to as the Chinatown Art District this is an ideal location to have artists activate storefronts. With many of the empty storefront creating a negative impression of Chinatown and welcoming undesirable activates. Introducing artwork and art exhibitions into these empty store fronts will help attract potential revenues of income as well as increase the amount of foot traffic. Following the New Haven, CT: Project Storefronts project the aim is to pair artists who need space with tenants who have the space. Filling empty store fronts of active buildings with galleries and art instillations. Creating affordable ways for both business and artists to test out business plans in real world scenarios. This project is largely dependent on the partnership and cooperation with community stakeholders and private property owners which SHADE has been building over the years through our community design workshops.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. (3,000 character count limit)

Measurable Milestones & Events
See Schedule IV

Private-Sector Partners:

Cindy's Lei and Flower Shoppe agreed to participate in the pilot project façade improvement of their storefront on Maunakea Street. We will work with DPP to make sure we follow the Special District guidelines and procedures for design, permitting, and construction. Partnering with Cindy's allows us to work directly with property owners and residents of Chinatown to ensure the design is both in line with what the owner wants but also follows the city's guideline. The pilot program will assess the procedures and highlight processes to streamline for future façade projects. City and property owners in Chinatown will see Cindy's as a good example for other properties.

The *Downtown Arts Center (DAC)* agreed to partner with us to connect with artists/designers for the Storefront Art + Design project. DAC will assist with selecting artists and help install the temporary art or design installations and manage the project over a 3-6 month period.

Avalon Hawaii has agreed to be a partner, with the Shark Campus and Walmart block being ideal candidates for future façade improvement programs. This partnership will help build a network of property owners who understand the concerns of most property owners regarding navigating Special Design District rules and regulations. Having property owners' input is vital to producing an effective handbook.

Hawaii National Bank has agreed to be a community partner with SHADE throughout this project.

Hocking Building LP has agreed to be a general community partner with SHADE throughout this project.

Smith & Lee Building has agreed to be a general community partner with SHADE throughout this project.

Government Agency Partners:

1. Department of Planning Permitting (DPP)
   Collaborate on Façade Improvement Project Procedures document and streamline permitting

2. Department of Land Management (DLM)
   Collaborate for Storefront Art + Design use/access to vacant City-owned properties

3. Office of Economic Revitalizations (OER)
   Collaborate with SHADE to publicize the projects and associated events

DPP will be our key C&C agency collaborator for the content development of a Chinatown Facade Improvement Procedures which restates and makes accessible current C&C Special District rules and procedures for design, permitting, and construction. Having their partnership would greatly expedite the process since they enforce the zoning rules and process Special District and Building Permits.

DLM will be our key C&C agency collaborator to give our project access to the vacant properties/storefronts in City-owned buildings which include the Dan Liu Building, Marin Tower, and Chinatown Gateway Plaza.

OER will be our key C&C agency collaborator for community outreach and communications for the Façade Improvement and Storefront projects.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (3,000 character count limit)

Under the three deliverable activities the budget is divided into three sections.

Under the Chinatown Façade Improvement Procedures, the budget will be used for the Project Assistant and SHADE Fellows who will be working to compose the information of the procedure guidebook in partnership with DPP. Additionally, the graphic designer and printing fees will be covered to help create the physical guidebook and design.

The façade improvement pilot project will be led by the Program Coordinator, Project Assistant, and SHADE Fellows. With this being a built project the contractor will be getting a large portion of the budget. As well as permitting fees to complete the construction and printing costs to assist in the design and construction documents.

Finally, the Program Coordinator, Project Assistant, and SHADE Fellows will be working with the artists and DAC to help design the Storefront art and design project, as well as coordinating with the property owners to see that the space is available. Furthermore, the graphic designer and printing costs to cover public relations and advertising the exhibitions.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. (3,000 character count limit)

During the start of the grant period we will begin by consultation with the owner of Cindy's Lei Shoppe and drafting the Façade Improvement Pilot Project design plans for DPP Special District (Minor) Approval. Then starting January 2026 we will be working with DPP on permits plans. July 2026 will mark the procurement of a contractor for the façade work. With October 2026 starting the construction period. With the completion of the construction occurring sometime between January 2027 to March 2027, wrapping up the project.

The Chinatown Façade Improvement Procedures (CFIP) will start during the start of the grant period which consultation with DPP. During January 2026 the procedures document will be finalized in consultation with DPP. By April 2026 the CFIP documents can be designed and printed and posted online. With distribution being led by OER. During this time we will also have our first Community Design Workshop (CDW) to announce the documents and the Storefront Project. July 2026 will be the start of the CFIP Q & A and consultation period for those interested in updating their facades, and the second CDW with façade and storefront project progress updates. By October 2026 we continue with consultations and open the application submittal period to DPP. By January 2027 we will start funding to help supplement individual projects.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. (3,000 character count limit)

SHADE has engaged with Chinatown and Riverwalk stakeholders, their area legislators, and state and local agencies since 2015. Beginning with its collaboration with the C&C DPP Transit Oriented Development Planning Team in the summer of 2015 to deliver the Chinatown Rail Summit. SHADE later engaged with a core group of stakeholders to develop its Chinatown Urban Acupuncture Project (CUAP). The CUAP extended the DPP's draft TOD Plan into 12 actionable improvement proposals. Two outcomes include the private acquisition and redevelopment of the Wo Fat Chop Sui House and the Riverwalk Revitalization project which continues today. SHADE was contracted by the C&C DPR to implement community engagement and develop a preliminary design proposal for reimagining Sun Yat-Sen Mall and College Walk Mall, and the Nu'uanu Stream embankments between N. Beretania Street and Vineyard Boulevard.

Currently, SHADE is working with the City & County Department of Transportation Services and the Hawaii State Department of Transportation, State Department of Health, State Department of Education, and area residents to realize a public interest project, the Waipio Point Access Road Multimodal and Safety Improvement project (WPARMSI). SHADE was responsible for implementing community engagement, project design, and management for this $4 million project which is expected to start construction in 2025.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. (3,000 character count limit)

Over the past eight years, SHADE has developed a toolkit of community engagement strategies and methods. Our in-person Community Design Workshop (CDW) is most

effective. CDW functions through phases of preparation, delivery, and follow-up. The CDW delivery format is inclusive, interactive, and flexible. Presentation and content formatting is modeled on FEMA's PADDIE* adult learning instructional system which clearly states audience learning objectives and outcomes. During the COVID-19 Pandemic (2020-2022) SHADE implemented both remote video conferencing and hybrid in-person/video conference delivery. We have the capability to do a variety of methods of engagement delivery to make it safer and more accessible for the community. These CDWs will act as the base foundation for the three training sessions.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. (2,000 character count limit)

The Façade Improvement project is intended to be a long-term and easy to use tool and incentive for Chinatown property owners to invest in their private property and City. The published document will supplement existing C&C DPP information and SHADE will provide technical assistance to property owners during the project period. This project will also be a lobbying tool for our area Council Member to draft a bill for grant funding based on the published procedures and completed Pilot Project (Cindy's Lei Shoppe building). This project will ultimately benefit Chinatown/adjacent Downtown property owners, business, residents, design, preservation, and local construction industry.

The Storefront Art + Design project is intended to be an immediate and highly visible effort to improve the appearance of Chinatown while taking advantage of it's the artistic and design talent that live and work within/without this neighborhood. In addition to the average per storefront project stipend to individual artist/designers funded through this grant, SHADE intends to apply for a State Foundation on Culture and the Arts Artists project grant in its next cycle to supplement this C&C GIA. This project will ultimately benefit both Chinatown/adjacent Downtown property owners, businesses, residents, and our arts and design professionals. It will also provide a draw for the general public and tourists who are looking for an "authentic" cultural experience and alternative to the Waikiki and Kaka'ako scenes which are highly commercialized and expensive.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. (2,000 character count limit)

Dean Sakamoto, FAIA, LEED AP, SEED, the Executive Director of SHADE, is an expert in urban rejuvenation and creative placemaking.

For over 20 years he was part of New Haven's successful downtown revitalization (1996-present), his private architectural firm, Dean Sakamoto Architects, is the architect of the Farmington Canal Heritage Phase 4 below-grade urban recreation trail, a State of Connecticut funded and City of New Haven administered $6M CIP project early next year way out there. He has also completed numerous façade improvement projects in New Haven's urban core which include the award-winning Hull's Art Supply Building and Miso restaurant.

SHADE will dedicate a core staff of 4-6 individuals (staff and fellows) under Mr. Sakamoto's direction on the project and has a network of 25 local professional volunteers and its executive officers to advise and implement the project on an as needed basis. Additional fellows and interns may be recruited on an as-need basis.

SHADE's Community Design Workshop (CDW) is a direct in-person community engagement on this project is a key aspect and proven method of receiving and sharing information among project participants which include area property owner, businesses, residents, professional service providers, government leaders, agency representatives and others.

For this project, SHADE anticipates holding 4 CDWs at its event space in Chinatown over the 18 month grant activity period.

SHADE's event space at King Liberty Center located at 99 N King Street, in the heart of Honolulu's Chinatown can host up to 100 people for CDW or other engagement activities. Beyond physical engagement, SHADE utilizes a combination of digital and print media to communicate and reinforce its CDW and/or other initiatives.

* FEMA PADDIE is an instructional systems design model used by the Federal Emergency Management Agency (FEMA). The PADDIE model focuses on research, including surveys, case studies, needs assessments, and focus groups.

Appendix:

EXHIBIT 1

Proposed Project Limits for Façade Improvement & Storefront Art + Design Projects

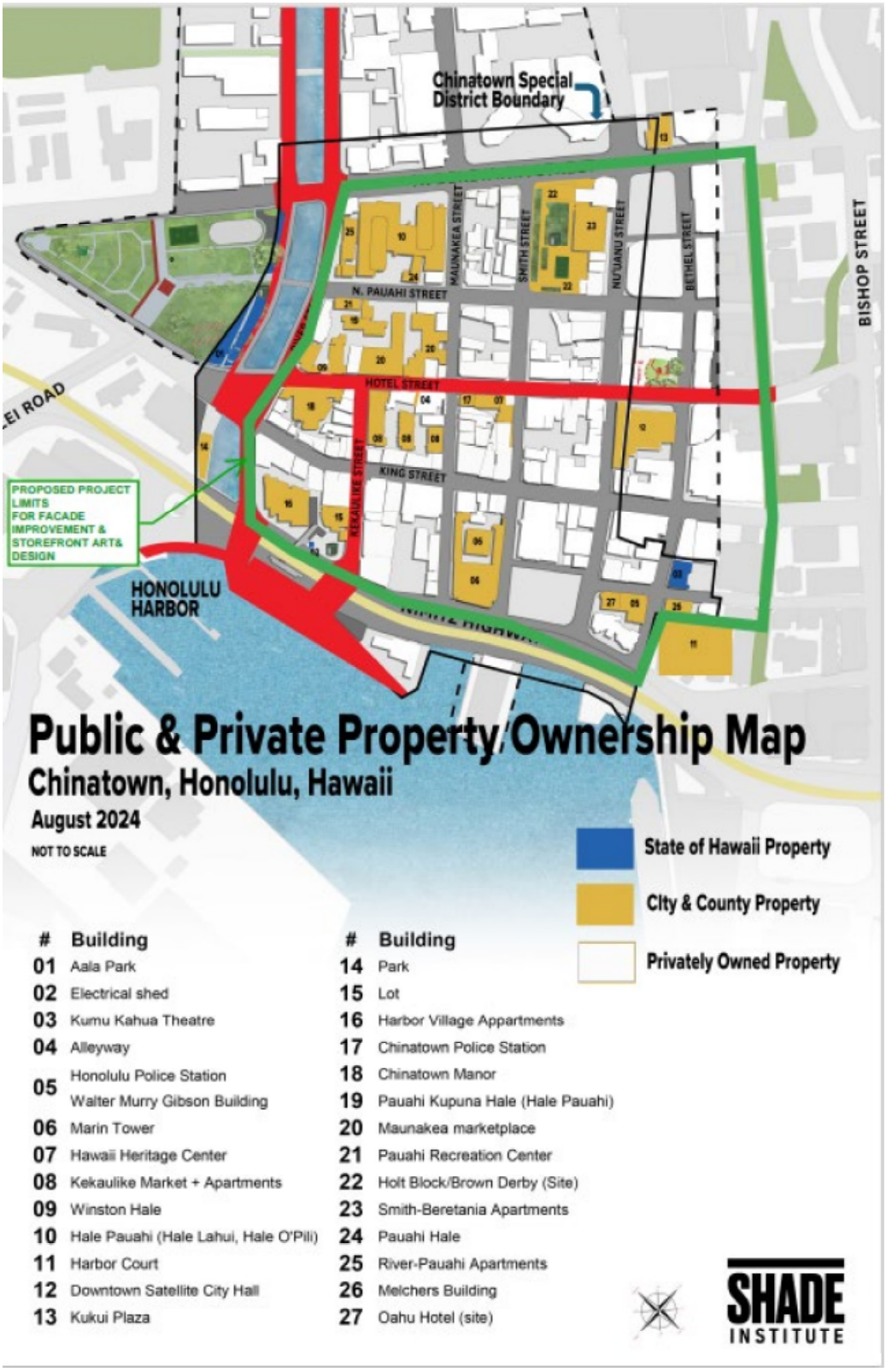


EXHIBIT 2 - Façade Improvement PILOT Project Site	
 	Location: Cindy's Lei and Flower Shoppe, 1034 Mauakea Street, Honolulu HI, 96817



Location: Cindy's Lei and Flower Shoppe, 1034 Mauakea Street, Honolulu HI, 96817

EXHIBIT 3 - Vacant Storefronts potential Storefront Art + Design Project Sites



Location: Victoria Boutique Inc, 52 S Hotel Street, Honolulu HI, 96813

	Location: Walmart, 1032 Fort Street Mall, Honolulu HI, 96813
	Location: 1 South King street, Honolulu HI, 96813

	Location: 1 South King street, Honolulu HI, 96813
	Location: Former First Hawaii Bank, 2 N King Street, Honolulu HI, 96817

	Location: Former First Hawaii Bank, 2 N King Street, Honolulu HI, 96817
	Location: Former Calista by Cotton Cargo, 76 N King Street, Honolulu HI, 96817

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: WPARMSI-Bid & Design during CA CT-DCS-2400057
   Grant Period: 10/1/23 Grant Amount: 3/31/25
   Grant Purpose: administer construction of project
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: DCS

2. Grant Activity Name & Contract #:
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Sounding Joy Music Therapy, Inc.
B. Is Grantee a Fiscal Sponsor?	☐ Yes X No
C. Grant Activity Name:	Music for Lifelong Wellness: Community Collaboration to Sustain Music Therapy Services for People with Disabilities

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Established in 2002, Sounding Joy is the only 501(c)(3) agency providing music therapy (MT) in Hawai'i through the services of Board-Certified Music Therapists (MT-BCs). Our mission is to enhance community awareness of the benefits of MT, increase access to MT, and advance MT research. We have served over 3,000 clients with diverse needs and educated over 50,000, earning high acclaim (Att. 1).

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

In collaboration with host community facilities, we will provide MT to support engagement & self-empowerment in children, adults, and kūpuna with disabilities. Interactive music-making will address client goals in the areas of motor, cognitive, communicative, emotional, and social functioning. Key facility staff will attend a training workshop to learn principles of MT in relation to client goals.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

A total of 100 clients of all ages with disabilities will receive 15 weekly MT group sessions at host facilities across O'ahu. Staff at each facility will receive hands-on MT training. For each client, individualized MT goals/objectives will be set; progress toward goals will be assessed at the midpoint and end of therapy. Staff will complete a final report evaluating the program at each facility.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

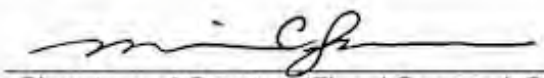
X District 1 $26,480	X District 2 $26,480	X District 3 $26,480
X District 4 $6,620	X District 5 $6,620	X District 6 $19,860
X District 7 $6,620	X District 8 $6,620	X District 9 $6,620

Total Amount Requested (must be $25,000 to $150,000)	$132,400

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	X C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.



Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Maria C. Guerrero, Vice President

Nov. 21, 2024
Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Kamnie S.S. Oki

(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Maria C. Guerrero (name), Vice President (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Kamnie S.S. Oki

(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 21 day of November, 2024 before me appeared Kamnie S.S. Oki, personally known to me, who, being by me duly sworn, did say that he/she is the Board Member of Sounding Joy Music Therapy, Inc and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said She acknowledged said instrument to be the free act and deed of said corporation.

KYLE K KAMIYA NOTARY 20-80 PUBLIC STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: 03/22/2028

Doc. Date: Undated # Pages: 3
Name: Kyle K Kamiya 1st Circuit
Doc. Description: Certificate of the Board of Directors

Signature 11/21/2024 Date

NOTARY CERTIFICATION

KYLE K KAMIYA NOTARY 20-80 PUBLIC STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Hawai'i is among the most underserved states in terms of MT (Att. 2, 3). Currently, only 14 MT-BCs reside in Hawai'i, as compared with over 9,000 nationwide (www.cbmt.org/about). No university degree programs in MT exist in the state. If local students wish to study MT, they must relocate, and many of them do not return, due to the scarcity of MT employment opportunities in Hawai‘i. Neither health insurance nor the Hawai‘i Department of Health covers MT; hence, it is difficult to provide services to the most vulnerable populations, such as people with disabilities in underserved communities. The requested grant will allow the MT-BCs of Sounding Joy Music Therapy, the only non-profit MT organization in the state, to offer weekly group MT sessions at collaborating community facilities serving children, adolescents, adults, and kūpuna with a wide range of disabilities who lack the economic resources to afford MT. Key staff at these community sites will receive interactive MT training including both theoretical and experiential components, allowing them to learn the principles and evidence base of MT and to gain experience in facilitating sessions with their clients, with the ultimate aim of establishing a basis for an ongoing MT program at each facility.

Peer-reviewed research compiled by the American Music Therapy Association demonstrates beneficial MT outcomes for a variety of clinical conditions which may affect project participants, including autism, intellectual and developmental disabilities, physical disabilities, dementia, psychiatric illness, and neuromotor disorders (www.musictherapy.org/research). MT can reduce stress and strengthen resilience, self-esteem, communication, socialization, and active participation in community life. No musical training is required for clients to participate, as the purpose of MT is not technical instruction but self-expression and interaction through singing, movement, and instrument playing in a safe, supportive environment. The use of music in therapy is so manifestly engaging that many participants demonstrate motivation to persevere in their efforts despite considerable challenges. In particular, MT can play a vital role in making therapy accessible to clients with limited verbal functioning, providing a unique non-verbal medium for communication and interaction.

Music can also nurture cultural identification as a source of personal strength and social connection. Many MT requests come from economically disadvantaged areas where Native Hawaiian and Pacific Islander communities place high value upon informal group music-making, or "kani ka pila," as an expression of social and cultural identity. The proposed project would affirm Hawai‘i's musical heritage as a therapeutic resource for responding to the needs of its diverse communities. The needs of people with disabilities in marginalized communities are magnified by the fact that mainstream services are often unable to respond to them in a culturally appropriate or meaningful manner. MT can reach many within these communities through its culturally sensitive, client-centered approach, motivating them to strive toward engagement and self-empowerment through their own rich musical heritage.

Given the significance of these potential benefits, we seek to provide timely MT services at community sites serving clients of all ages with disabilities. For clients with progressive

disabilities, a delay in therapy may worsen the progression of their conditions. For young children at critical developmental stages, a delay can substantially diminish the efficacy of therapy. Adults with disabilities who seek enhanced personal autonomy, and elders experiencing increased dependence as they age, are also negatively affected by delays in therapy. Hawai'i's elderly population is among the fastest-growing in the US (*Hawai‘i State Plan on Aging 2023-2027*, HI Department of Health, 2023); yet, it is the most underserved state with respect to MT. It is thus imperative to provide these target client groups with access to MT.

Sounding Joy has been fortunate to receive GIA awards for fiscal years 2024 and 2025. We request continued funding as we further rebuild and expand services that were suspended or severely restricted by necessary precautions against COVID-19. Such precautions have caused disruptions to social engagement for many individuals with disabilities, and there is an ongoing need for resources dedicated to revitalizing interpersonal and community connections, cultivating emotional resilience, and supporting self-expression and autonomy in people with disabilities. This need is particularly acute in underserved communities, which are most vulnerable to physical and psychosocial stress. Through the requested grant, we will diversify and strengthen our collaborations with community facilities across O‘ahu, with the long-term goal of establishing sustainable and equitably distributed MT services.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community’s problem / need. *(3,000 character count limit)*

The Grant Activity seeks to build social support, resilience, and self-empowerment for individuals with a variety of disabilities through MT offered in collaboration with community facilities across O‘ahu that have indicated their intent to partner with Sounding Joy to create sustainable, ongoing MT programs for their clients. Program recruitment will prioritize outreach to underserved communities. Key staff at the facilities will participate in a hands-on MT training workshop and will have the opportunity to assist in sessions. MT-BCs will offer 15 weekly group MT sessions to 100 clients across facilities, including approximately 30 children and adolescents (ages 0-17), 20 adults (ages 18-59), and 50 elders (ages 60+). Clients will be assigned to groups with a maximum of 10 members, to allow for individualized therapeutic support. They will engage in singing, instrument playing, and movement within a supportive, interactive musical framework. MT aims to cultivate creative engagement, communication, and personal initiative. It facilitates emotional expression, supports healing and rehabilitation, and strengthens family and community relationships. In consultation with facility staff, individualized goals and objectives will be established for each client. Based upon past outcomes, we anticipate that 80% of clients will attain their goals within 15 weeks. MT-BCs will document and review all sessions to assess each client’s progress over the course of therapy.

As cited above, peer-reviewed research provides evidence that MT can open new pathways for clients with disabilities to actualize their potentials, especially those whose verbal communication and interaction may be limited by disability. The target populations of the proposed Grant Activity include individuals with a wide range of physical, intellectual, emotional, and social disabilities. The client-centered methods of MT, which are tailored to be age-appropriate and culturally sensitive, offer unique avenues for non-verbal self-expression and engagement. Because music stimulates and integrates the functioning of many different neural systems, MT can address goals in a wide range of domains, including gross and fine motor functioning, cognition, receptive and expressive communication, emotional awareness

and regulation, and socialization. For children and adolescents with disabilities, the strengths-based, multi-sensory approach of MT cultivates growth and development in specific areas of need. Adults with disabilities benefit from exercising personal initiative and building self-confidence through their musical participation. For elders, who face additional hardships and potential isolation due to aging, the shared creative activity of MT validates the wealth and inherent dignity of their knowledge and life experience, affirming their meaningful contributions (Att. 4). Indeed, the US Congress has recommended MT as a mandatory service for senior care ("Forever Young," Senate Hearing, 1991).

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

This project will directly benefit 100 individuals with disabilities. Group MT will support their well-being and quality of life by cultivating positive social relationships, resilience, and self-empowerment. The social and emotional development of children with disabilities will benefit from multi-sensory, creative pathways to learning, communication, and socialization. The physical and psychosocial well-being of adults and seniors with disabilities may be strengthened through therapeutic interventions that build community through group music-making, facilitating members' independent participation to the fullest extent of their abilities.

During the grant term, participants will receive 15 weekly group MT sessions provided by MT-BCs at approximately 13 hosting community facilities. Participants will include approximately 30 children and adolescents (ages 0-17), 20 adults (ages 18-59), and 50 seniors (ages 60 and up) in total, distributed across the nine districts of O'ahu. Prior to the commencement of MT sessions, key staff at each facility will participate in a 2-hour MT training workshop including hands-on demonstration. They will assist in recruiting clients for MT groups and will facilitate clients' participation in sessions as appropriate.

At the outset of MT, in consultation with facility staff, the MT-BCs will establish individualized goals and objectives for each client in the areas of motor, cognitive, communicative, emotional, and social functioning, clinically assessing their strengths, needs, and interests. Based upon past programs, we project that at least 80% of all clients will achieve their goals as measurable outcomes of the proposed Grant Activity. Outcomes will be measured as follows:

The MT-BCs will document each weekly session through a MT Session Report (Att. 5). Around the midpoint of therapy, the MT-BCs will complete a Midterm Progress Report for each client (Att. 6), assessing progress toward goals and objectives to date. The goals and objectives may be reevaluated and modified by the MT-BCs as needed at any point during the course of therapy. At the conclusion of therapy, the MT-BCs will prepare a Final Progress Report (Att. 7) for each client, evaluating goal attainment and narrating overall progress. In addition, a Feedback Form (Att. 8) will be completed by each client or the client's representative at the midpoint and end of MT. We anticipate that at least 80% of clients will report at least 75% satisfaction via this form. Key staff at each facility will complete a final report evaluating the program and recommending improvements or modifications.

The success of our previous GIA-funded services reflects the capacity of our strengths-based, client-centered, holistically engaging MT interventions to motivate clients to strive toward therapeutic goals. The proposed project will build collaboration with community facilities across O‘ahu to establish and sustain MT programs for clients with disabilities across the lifespan.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner’s role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

In the first month of the grant term, we will reconnect with individuals and facilities from the target populations on our waiting list of over 500. We will also advertise the proposed program through our website, social media, and email lists. We will seek to offer the program at community facilities which demonstrate strong potential for future investment of their own resources to sustain MT services for their economically disadvantaged clients with disabilities. Once we have completed an introductory training workshop for key staff at each facilities, client registration may begin. Clients may register until the 8th month of the grant term or until capacity is reached. The registration process involves interviewing clients or meeting with facility staff, conducting clinical assessments, obtaining informed consent, placement of clients, and scheduling weekly MT group sessions.

Age, needs, strengths, and other factors will be taken into account in clients’ placement in MT groups, to optimize communication and social interaction and to minimize withdrawal. For the first few weeks of MT, the MT-BC will focus on establishing individualized goals and objectives for each client. This is the first and most important task of the MT-BC, as these goals and objectives will become the core measurement standards for overall evaluation of the proposed Grant Activity.

Goals will be determined for each client in various domains, including gross and fine motor skills, cognition, receptive and expressive communication, emotional expression and regulation, and socialization. The objectives are measurable milestones that provide evidence of progress toward goals. Objectives should be reasonable and realistic, allowing clients to experience success which motivates further progress. A sample goal with objectives may be as follows:
Goal: To improve social skills
Objectives: 1) The client will sing or play an instrument together with other group members for 5 minutes per session. 2) The client will take turns playing solos in the group in 2 out of 3 opportunities.

The MT-BC will then design interventions to facilitate clients’ attainment of goals and objectives. Along with structured activities, spontaneous musical expression will be encouraged so that vocal or instrumental “musical dialogues” may take place among session participants. This approach is especially effective for clients whose spoken conversation is limited. As clients become increasingly expressive and spontaneous through creative modalities, new pathways of communication and relationship may be established. The role of the MT-BC is to support clients’ active personal and interpersonal engagement.

By the end of the grant period, at least 80% of clients are expected to attain their goals over the course of 15 MT sessions. Our core concept is to apply a creative, multi-sensory, culturally sensitive, individualized approach to enhance well-being and quality of life through measurable positive outcomes.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

The Grant Activity will be supported through a combination of the requested GIA funds and Sounding Joy's secured funds from other sources. No fees will be collected from clients or community agencies; hence, no program income will be generated.

Direct Salaries/Wages and Fringe Benefits: $89,221. Music therapy direct services will be rendered by 3 MT-BCs, two of whom will also serve as Program Coordinators. Through this funding, they will provide MT intakes and weekly sessions to a total of 100 clients with disabilities. This process will also include setting MT goals and objectives, developing individualized MT interventions for clients, and completing all required clinical documentation. The Program Coordinators will work with clients and community agencies to facilitate registration, intake, and therapy scheduling.

Administrative Salaries/Wages and Fringe Benefits: $19,031. Through this funding, the Program Director and Executive Director will deliver the proposed supervisory and advisory work, and will submit all required reports and invoices to the grantor.

Professional and Contractual Fees: $1,000. This amount is approximately 60% of the organization's current total costs for CPA services. The program finances will be reviewed by a CPA to ensure compliance with the RGP requirements.

Other Costs of the Proposed Program:
Office Rent: $634/month. This is approximately 80% of the organization's office rent, which provides the necessary space for 3 direct service and 2 administrative staff.
Office Maintenance/Repair: $1,209/month. This is approximately 80% of the organization's office maintenance fees.
Consumable Office Supplies: $110/month. This is approximately 60% of the total cost of the organization's office supplies. It will purchase essential materials for the Grant Activity, e.g., paper, printer cartridges, DVDs and CDs to archive session recordings.

Program Activity Supplies: $50/month will maintain/replace old musical instruments, and $474 will replace our outdated video camera and PC network server to create and store recordings of MT sessions and other program activities.

Mileage and Parking: $150/month will cover staff mileage and parking costs related to the Grant Activity.

Postage: $4/month, approximately 50% of the organization's annual postage cost, will cover postage for mailings related to the Grant Activity.

High-Risk Liability Insurance: $900. This is approximately 60% of the annual premium cost of our current liability insurance. Because our organization serves individuals with disabilities and special needs, many of our partner community facilities require us to maintain high-risk liability coverage; hence, this is an essential cost of performing the proposed MT services.

Telecommunications: $120/month. This is approximately 60% of the total telephone and internet costs of our office, enabling necessary communication among program personnel, clients, facilities, and volunteers.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Throughout October 2025, we will engage in outreach efforts to contact prospective clients and community facilities. We will seek to provide the MT program at community facilities which have expressed the intent to partner with us to sustain ongoing MT services in the future. To lay the groundwork for the program, we will offer experiential training workshops for staff at prospective partner facilities prior to the beginning of MT sessions at each facility.

By October 31, 2025, the Program Coordinators and MT-BCs will begin the registration process. Registration will remain open until May 29, 2026, or until maximum client capacity is reached, whichever is earlier. Within a month from initial contact with clients, the MT-BCs will conduct intake sessions and meetings, and ensure that all necessary registration forms (Att. 9) have been completed and signed by clients or their representatives. Clients will be placed in an appropriate group for MT, and weekly sessions will be scheduled.

MT sessions will begin as soon as a group (minimum of 2 clients) is formed at a host facility. If there is a clinical need for a client to receive individual sessions, the sessions will begin as soon as the client's and MT-BC's schedules allow. MT sessions should begin by mid-June 2026, to allow time to complete 15 weekly sessions. The MT-BCs will document each session via MT session reports (Att. 5). Within the first 2 weeks of sessions, in consultation with facility staff, the MT-BCs will establish goals and objectives for each client and record these on the session reports.

Around the 8th weekly MT session, the MT-BCs will file a mid-term progress report (Att. 6) for each client, assessing progress toward goals during the first half of the program. They will also gather feedback on the sessions thus far (Att. 8) from clients or their representatives. The Program Director will conduct an interim analysis and evaluation of the program based upon the progress reports, mid-term feedback forms, and other input from the Program Coordinators, MT-BCs, clients, their families, and facility staff.

Around the 15th MT session, the MT-BCs will file a final progress report (Att. 7) for each client, assessing goal attainment over the course of the program. Additionally, they will again collect feedback from clients or their representatives. Participating facility staff will also complete a report evaluating the MT program and recommending any modifications for future improvement and optimal sustainability. The Program Director will conduct a final program analysis and evaluation based upon the final reports, final feedback forms, and other input from the Program Coordinators, MT-BCs, clients, families, and facilities. By the end of the grant term in September 2026, he Program Director will meet with key clinical and administrative staff at the collaborating facilities to review the implementation and results of the program and discuss prospects for continuation of MT services.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Over the past 22 years, Sounding Joy has established a proven record of serving socioeconomically disadvantaged individuals and communities with a wide range of needs through MT. Our public service has been acclaimed not only by clients, families, and colleagues, but also through certificates of recognition from the governors, State Senate and

House of Representatives, and mayors of Honolulu (Att. 1). Since its establishment, Sounding Joy has provided direct MT services to over 3,000 clients and educated over 50,000 on the principles and benefits of MT. We have collaborated with hundreds of local, national, and international agencies to increase the accessibility of MT in Hawai'i.

Our primary mission is to offer MT to enhance the well-being and quality of life of people with disabilities, physical and psychosocial health needs, and at-risk circumstances. Our largest program in the past, funded by the State Department of Human Services, served over 1,000 at-risk teens with disabilities. A statistical study of this program, which included 332 subjects, demonstrated overall success, with over 85% goal attainment and under 5% drop-out rates (Att. 10). These outcomes suggest that our MT programs effectively motivate clients to participate and achieve their goals.

Sounding Joy has received City GIA funding for fiscal years 2018, 2019, 2024, and 2025, supporting MT services for 100 additional clients per year with disabilities across O'ahu. Thus far, these services have met or exceeded all projected outcomes. Our current GIA-funded services are focused on the long-term rebuilding of community MT services which were suspended or severely restricted during the COVID crisis. Additionally, through funding from 2005 to the present from the State Foundation on Culture and the Arts, Sounding Joy has provided MT to 30 clients with disabilities per year, over 500 in total, along with outreach and education statewide. Sounding Joy has also served Hawaiian and Pacific Islander communities through the support of the Hawai'i Tourism Authority, affirming participants' sense of cultural identity while building community awareness of the therapeutic value of Hawaiian and Pacific Island music.

The core concept of MT – utilization of the unique healing power of music to facilitate the betterment of human life – is applied to all our programs. Sounding Joy's ultimate goal is to promote equitable access to MT, prioritizing services to historically marginalized communities which are disproportionately impacted by societal crises such as the COVID-19 pandemic. Sounding Joy has a well-proven record of delivering such services and is trusted as a MT provider by the community at large.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Since 2002, Sounding Joy has collaborated successfully with hundreds of public and private agencies, including schools, child and family services, adult and elder day care programs, skilled nursing facilities, transitional housing shelters, outpatient and residential behavioral health treatment programs, hospitals, and hospice agencies in Hawai'i. For quality control of our MT activities, Sounding Joy complies strictly with the code of ethics and professional standards set by the American Music Therapy Association (AMTA) and Certification Board for Music Therapists (CBMT), the national organizations regulating the field of MT in the US. Most importantly, we hire only those with the nationally recognized credential (MT-BC) as clinical staff, because their specialized skills are essential to deliver effective MT services and achieve the targeted therapy goals. Three MT-BCs will provide the proposed MT sessions, two of whom will also serve as Program Coordinators. Each of the MT-BCs has over 5 years of experience in serving people with disabilities and achieving the desired outcomes of our

programs. They are the powerhouse of our clinical success and will help our clients to attain their goals to their maximum capacity.

The proposed Program Coordinators are MT-BCs experienced in collaborating with clients and agencies on behalf of our organization. They successfully manage the promotion of our services and recruitment of prospective clients, and possess excellent communication skills. Their clinical knowledge enables them to advocate effectively for Sounding Joy's services to the community, and advise clients on placement to create an optimal therapy environment.

The proposed Program Director is a MT-BC with 25 years of clinical and supervisory experience in MT. She holds a PhD in music therapy from New York University. She will be responsible for reporting to the City. She heads the organization's efforts in regard to clinical quality assurance, public education, and community collaborations to sustain MT services. She will guide the MT-BCs in making appropriate clinical decisions to achieve the desired outcomes of the Grant Activity.

The proposed Executive Director is a senior clinician, a MT-BC with over 25 years of clinical and supervisory experience in MT. She is the founder and President of Sounding Joy, with the utmost experience in advancing the organization's mission. She will oversee the entire program and the organization's overall operations. She heads Sounding Joy's program development as well as our efforts to establish a MT degree program at a local university, which will be vital to the ultimate sustainability of MT in Hawai'i.

With the organization's proven record of effective service in the community and its highly trained and experienced clinical, administrative, and supervisory staff, Sounding Joy is more than adequate to achieve the targeted outcomes of the proposed project.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Sounding Joy continually endeavors to expand its scope of service, particularly in underserved communities. This Grant Activity will seek to build sustainable MT services for clients with disabilities and their families/caregivers through interdisciplinary collaboration and co-sponsorship with community facilities. Effective collaboration will entail reciprocal sharing of expertise between our MT-BCs and key facility staff to optimize clients' well-being. We will actively involve facility staff throughout the MT program, providing experiential training, inviting them to assist us in facilitating MT sessions, and meeting with them to evaluate outcomes. We will encourage them to consider investing resources to sustain MT after grant funding ceases, based upon their assessment of its efficacy and cost-effectiveness in meeting clients' needs. Through our past GIA-funded services, a number of collaborating facilities have indeed made this choice, enhancing access to MT as a healing, self-empowering resource for individuals and communities.

Another sustainable benefit of the proposed services is that collaborating facilities may serve as practicum sites for MT students. We have been invited by a local university to undertake joint efforts to establish a formal MT training program. Local training of MT-BCs is vital to creating a deeply rooted base of public and institutional support for MT in Hawai'i.

The proposed project will promote participants' self-learning, as MT activities can be integrated by participants and their families/caregivers into their daily lives. This adaptation

and generalization of creative social-emotional engagement will sustain and expand the benefits of MT beyond the grant term, with far-reaching impact on well-being and quality of life for participants and their caregiving circles. In turn, as others in the community witness this positive transformation, public support for MT may flourish.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

To carry out the proposed program beyond the grant period, it is essential to recruit future supporters of the program while the grant is active. Community members who have directly witnessed the benefits of MT – such as professional colleagues and dedicated volunteers – will invite prospective promoters and grantors to observe and experience MT sessions. In the past, these individuals have successfully organized numerous advocacy and fundraising activities. They are capable of eliciting powerful moral and financial support from the community to contribute to sustaining our programs. Visits to observe MT sessions will be arranged by program staff in accord with professional standards of client confidentiality and the City and County's guidelines for public health and safety.

We aim to offer the proposed MT program at community facilities that have demonstrated strong potential to implement and self-finance ongoing MT services for their clients beyond the program term. We will continue our vigorous efforts of the past 22 years to educate the public about the benefits and cost-effectiveness of MT in meeting the needs of many different client populations. As a result of these efforts, many local agencies have sought MT for their clients.

Throughout the 15 weeks of MT, the MT-BCs will demonstrate self-sustainable therapeutic activities which participants may continue at home or in other settings outside the therapy sessions. The MT-BCs will invite feedback from the participants or their representatives, and will adapt the activities accordingly. Through this collaborative process, effective and self-adaptable activities will be developed for clients and recommended in their final reports upon completion of the program, to help sustain the benefits of therapy.

All of the tasks detailed above will be implemented by the staff of Sounding Joy within the scope of their existing skills and duties; hence, no special training funds will be required for their completion.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Music for Lifelong Wellness: Engaging and Empowering People with Disabilities through Music Therapy; CT-DCS-2400058
   Grant Period: 10/1/23-9/30/24 Grant Amount: $132,400
   Grant Purpose: Group MT to support engagement, resilience, and self-empowerment in children, adults, and kupuna with a wide range of disabilities
   Grant Activity Status: Underway X Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #: Music for Lifelong Wellness: Engaging and Empowering People with Disabilities through Music Therapy; CT-DCS-2500058
   Grant Period: 10/15/24-9/14/25 Grant Amount: $74,556
   Grant Purpose: Continued post-pandemic rebuilding and expansion of group MT services to support engagement, resilience, and self-empowerment in children, adults, and kupuna with a wide range of disabilities
   Grant Activity Status: X Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

<u>If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.</u>

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

X Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Peer-reviewed research studies strongly agree that older adults benefit significantly from music therapy (MT) in regard to physical, cognitive, emotional, and social support; maintenance of overall functioning; management of dementia, neuromotor disorders, and chronic pain; and care at the end of life (www.musictherapy.org/research). A wide range of physical and psychosocial goal areas - e.g., motor rehabilitation, memory, communication, emotional wellness - may be addressed through therapeutic interventions that utilize group music-making to build community, supporting elders' independent participation to the fullest extent possible. Hence, the US Congress has recommended MT as a mandatory activity for senior care ("Forever Young: Music and Aging," US Senate Hearing, Aug. 1, 1991). Unfortunately, although Hawai'i has one of the fastest-growing populations of elders in the nation (2023-2027 Hawai'i State Plan on Aging, HI Department of Health, 2023), it is among the most underserved states in the nation in terms of MT (www.CBMT.org).

The proposed MT project will include participants of all ages with various disabilities, among whom older adults (60+) will comprise the largest age group (50%). Weekly MT group sessions will embrace diverse musical traditions through collaborative, improvisational music-making, thus drawing upon Hawaii's diverse cultural heritage as a vital pathway for members' creative self-expression and engagement. Our record-keeping protocols will readily meet the reporting requirements of the Age-Friendly Honolulu Project. We will collect participants' residential zip codes upon registration. Attendance will be taken at each session. Photos and brief video recordings will be taken with participants' consent. Session reports will document participants' activity and interaction in detail, and feedback from clients and facility staff will be invited at the midpoint and end of therapy; hence, we will be able to provide case studies and anecdotes.

Proposal 143

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Special Education Center of Hawai'i (dba SECOH)
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Diamond Head Renovation to Improve and Expand Services to Adults with Disabilities

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

The Special Education Center of Hawaii, dba SECOH, is a nonprofit founded in 1965 as a school for children with special needs. Today we are a human service agency that works with the mission to provide personalized services to adults with disabilities in the spirit of enriching their lives. Our vision is for all people to be valued, and treated with dignity and respect.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

SECOH will renovate spaces that increase our capacity to serve more adults with disabilities and extend our array of services. There is a shortage of programs for adults with disablities in Honolulu County, and as a result we serve residents across Oahu. We have a wait list of 45 adults that range in age from young adults that have recently exited the public schools to seniors up to age 90.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

SECOH will renovate its Diamond Head Campus to benefit over 250 individuals with disabilities:

- Create new spaces to serve 20-30 more clients, including activity rooms and a senior dining room.
- Develop a new Life Skills Center with a store and café for job and life skills training.
- Upgrade the pool house that serves the only pool in Honolulu County made for individuals with disabilities.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $15,000	☒ District 2 $10,000	☒ District 3 $10,000
☒ District 4 $20,000	☒ District 5 $15,000	☒ District 6 $15,000
☒ District 7 $10,000	☒ District 8 $10,000	☒ District 9 $20,000

Total Amount Requested (must be $25,000 to $150,000)	$125,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☒ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title:

11/19/24

Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Jon A. McKenna
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Bridget Panee (name), President/CEO (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Jon A. McKenna
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this _____ day of NOV 19 2024, 202__, before me appeared JON A. MCKENNA, personally known to me, who, being by me duly sworn, did say that he/she is the PRESIDENT of Special Education Centers of Hawaii and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said JON A. MCKENNA acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii

My Commission expires: June 9, 2026

CHERRY B. LAZARO NOTARY PUBLIC 02-259 STATE OF HAWAII

Doc. Date: NOV 19 2024 # Pages 3
Name: Cherry B. Lazaro 1st Circuit
Doc. Description: SPECIAL EDUCATION CENTERS OF HAWAII

Signature NOV 19 2024 Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

COMMUNITY NEED. SECOH will renovate its Diamond Head Founder's Campus (DH) to directly benefit adults with disabilities by assisting them to reach their potential for independence, and improving their quality of life. Approximately 1,500 persons with disabilities receive support from Hawaii Department of Health (DOH) Developmental Disabilities Division (DDD), and there is a dire shortage of services in Honolulu County.

TARGET POPULATION. SECOH currently serves 184 and has a wait list of 45. Our clients have physical and cognitive disabilities including Down's syndrome, Autistic Spectrum Disorders, Cerebral Palsy, and other conditions that require specialized support. They range in age from young adults that recently aged out of the public school system to seniors up to age 90. Their skills span a wide range:
- Communication - 46% verbal; 15% partially verbal; 20% non-verbal; and 17% use another form of communication; and 2% sign language or a communication device.
- Mobility – 62% walk on their own; 17% wheelchair bound; 18% walk with assistance; and 3% use a walker or gait belt.
- Independence – 33% require line of sight supervision; 20% require 1:1 supervision; 16% must never be unattended; 11% require arms-length supervision; 13% require assistance or supervision for personal care; and 6% require assistance for everything.

All of our clients are dependent on family caregivers and/or foster family, Medicaid Waiver services, and many also receive public benefits. SECOH's services not only improve the quality of life of our clients with disabilities, but also the quality of life of their families. Many of the families we work with are vulnerable to caregiver burnout, and with few exceptions, the services provided by SECOH enable family members to retain gainful employment to support their household. If services were unavailable, they would be required to quit their jobs and be full time caregivers, at risk of becoming dependent on government benefits.

PROGRAMS. SECOH has 2 programs, and clients are assigned based on age and capabilities:

- Adult Day Health (ADH) at DH provides group activities for seniors and older middle-aged adults. (44 enrolled; 18 waitlisted) These clients require intensive services to keep them socially, physically, and mentally engaged. Without ADH, they would have little or no interaction with peers, and many would lack any community integration opportunities.
- ADH PATHWAYS at DH and SALC serves young adults that have recently aged out of the public schools. Pathways DH has 53 clients enrolled and SALC has 28 enrolled (27 waitlisted for Pathways). Pathways clients are more capable, and many have the potential of developing life and job skills and participating in community activities such as volunteering.

SERVICE AREA. SECOH serves Honolulu County residents at 2 locations: Diamond Head Founder's Center (DH) and Sister Agnes' Leeward Center (SALC) in Kapolei. Many clients live in areas where there are no services. With a fleet of 12 vehicles, SECOH provides transportation to and from our service locations to 60 individuals from communities across Oahu.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

This renovation will address the critical unmet need of services for adults with disabilities in Honolulu County. SECOH has a wait list of 45 adults that are not receiving any services, and this project will create space to serve 20-30 more clients. Renovations enable SECOH to expand its array of life and job skill-building activities that assist clients to reach their potential. The exact number of new clients served will be dependent upon which program they are admitted to, their individual need for support, and staffing.

Renovations will develop the following four spaces:

1) New "GREAT ROOMS" will provide program space to serve more young adults with disabilities. The Great Rooms will be created in the interior of the current administration building that is underutilized. The building will include a new patio for outdoor activities and improved ADA bathrooms. SECOH currently serves 53 at DH and 28 at SALC, and has a waitlist of 45.

2) The new LIFE SKILLS CENTER will include a store for clients to stock and sell items to other clients, staff, and family members, and also practice being customers. A kitchen will be installed for clients to practice life and job skills, and a conference room will be created for individualized and small group training, family meetings, and staff meetings.

The Life Skills Center will enable SECOH to provide services that address a gap group of adults with disabilities that are capable of developing job skills but require more time and support than they receive from other job training programs. These clients can learn job tasks; however, they have difficulty meeting the demands of a job in the general public. For example, one client of SECOH's can successfully complete her job responsibilities but has been through five different employers. New Independent Employment Supports (IES) and Discovery & Career Planning (DCP) services, both Medicaid Waiver programs, will enable these clients to learn job skills in the safe environment of the SECOH campus, along with skilled staff. DCP services help individuals complete a career plan and develop employment skills; and IES services include job coaching, working with employers, and other supervisory activities.

3) The POOL HOUSE serves the only recreational pool on Oahu that was specifically constructed for individuals with disabilities. It has a ramp that enables individuals to walk or be pushed on a water chair into the pool, a feature that is regularly used by our seniors and clients that are wheelchair bound or that other physical disabilities.

The pool is used by approximately 240 individuals with disablities, including: SECOH clients from both locations on Oahu (184); students from Variety School (nonprofit school for 20-25

children with learning disabilities); and clients from the ARC in Hawaii (nonprofit residential and day program for 40-50 adults with disabilities). On the weekday evenings and weekends, it is used by Leahi Swim School, a program that serves approximately 300 children on Oahu. This renovation will ensure that the pool and pool house are able to serve individuals with disabilities, from children to seniors, for many years to come.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

COMMUNITY IMPACT AND GIA PRIORITY. This project is aligned with the purpose of the Grants in Aid Fund:

- The renovation will expand and enhance SECOH's ability to address the unmet need for PUBLIC SERVICES to PERSONS WITH DISABILITIES, deemed by Honolulu County as being one of the most vulnerable populations.
- This project will address the Age Friendly Honolulu Program by engaging them in social, recreational, and physical activities with their peers, younger adults with disabilities, families, and community members (category 1) and removing barriers community inclusion (category 2).
- In addition, SECOH's services address the DOH DDD Strategic Plan Goal 1 to provide "Opportunities to receive quality services in the most integrated services, engage in community life, and control personal resources" and Goal 2, to provide "opportunities to seek employment."

MEASUREABLE OUTCOMES. Renovations to the DH Campus will result in these outcomes:

1) The SENIOR DINING ROOM will be completed, and enable SECOH to serve more seniors with disabilities that are currently wait-listed for services.

2) The PATHWAYS GREAT ROOMS will be completed, and increase SECOH's ability to serve more young and middle aged adults with disabilities that are currently wait-listed.

3) The LIFE SKILLS CENTER will be completed, and enable SECOH to engage Pathways clients in activities that improve their life and job skills. SECOH will add IES and DCP Medicaid Waiver services. These services will improve their independence and quality of life.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Immediately upon approval and release of funds, SECOH will retain a contractor for this project. The President/Chief Executive Officer (CEO) and accountant will ensure that contact is competitive with the prevailing rates of renovations of similar size and scope, and that the contractor is qualified, properly licensed, and insured. The contractor will also be required to ensure the work proceeds in a manner that is safe while clients are on campus, many of them unaware of safety issues during renovations.

These specific tasks will be done to complete each of the three phases of the project:

1) GREAT ROOMS

- Demo the interior to create 2 Great Rooms and a conference room.
- Improve the ADA compliant bathrooms.
- Use energy efficient air conditioner and LED lighting.
- Install drywall, vinyl flooring, and hurricane resilient windows.
- Install wheelchair accessible trough sinks.
- Creat the exterior patio deck for outdoor activities.

2) LIFE SKILLS CENTER

- Demo interior walls to create a store, kitchen, and conference room.
- Use energy efficient appliances, air conditioner, and LED lighting.
- Install drywall, vinyl flooring, and hurricane resilient windows.
- Improve the ADA bathrooms.

3) POOL HOUSE

- Remove and replace the bathrooms and showers (fixtures, valves, counters, sinks, toilets, shower, tiles, etc.), rework plumbing as needed.
- Address electrical issues, run new power lines as needed, and upgrade lighting to be energy efficient.
- Layout, excavate and erect lanai pavilion, renovate awning.
- Replace gate and add solid fencing around pump room.
- Paint, seal, and molding.
- Improve catchment drainage system.

The CEO will work with the contractor at least bi-monthly to assess the progress of the renovation to ensure each of the tasks are completed as planned, and within budget.

A Renovation Committee of the Board of Directors will be formed to provide expertise for this project. They will conduct an inspection and approve the satisfactory completion of each of the measurable outcomes:1) Great Rooms; 2) Life Skills Center; and 3) Pool House.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

REQUEST: SECOH requests $150,000 for this project. This amount will enable SECOH to complete this renovation. Alll other funds have been awarded or received.

EXPENSES: This project has a total cost of $430,000:

$563,246 Life Skills Center (store, café, kitchen, conference room
$98,115 Three Great Rooms, ADA bathrooms
$21,712 Air conditioning for the Life SkillsTraining Center

$83,162 Concrete slab for the patio, air conditioning for the Great Rooms
$162,179 Pool House
$1,586 Equipment and furnishings

$430,000 TOTAL PROJECT

REVENUES: To date, SECOH has raised $280,000 from the project, including: Hawai'i State Legislature Grant in Aid ($200,000, pending release), McInerny Foundation ($50,000), G.N. Wilcox Trust ($10,000), and other private foundations and unrestricted donations.

All of the funds received from the Honolulu City and County Grants in Aid program will go towards the renovation. SECOH will not allocate any funds to administration or indirect costs.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

The timeline has been scheduled in phases to minimize the disruption of services throughout the Diamond Head Campus. SECOH will begin the renovation as soon as funds are received. If necessary, construction will pause pending receipt of funds.

Month 1: Retain contractor(s), secure renovation materials.

Months 2 - 4: Renovate the former Administration Building to create two GREAT ROOMS, a conference/meeting room, and ADA bathrooms.

Months 4 - 8: Create the LIFE SKILLS CENTER and outdoor patio.

Months 9 - 12: Renovate POOL HOUSE.

Note: No permitting is required as the renovations will not change the footprint of the buildings.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

The CEO Bridget Panee will direct this project. In the past five years, Bridget has successfully completed renovations at the Diamond Head and Kapolei locations. Funding for these projects was secured from the Hawai'i State Legislature Grants in Aid, Honolulu County Grants in Aid, and many private foundations. She has successfully submitted all of the necessary reports and invoices on time and as requested for every grant for every project, and projects have proceeded within budget.

Bridget has been with SECOH for over 30 years, starting out as a Program Instructor. In 2010 she was appointed Vice President of Operations, and in 2015 she was appointed President/CEO. In 2017 Bridget was named a Weinberg Fellow by the Harry and Jeanette Weinberg Foundation.

At the time Bridget began working at SECOH, it's sole program was to care for a population of individuals that required services due to the deinstitutionalization of Waimano Home. In 2014 Bridget saw the growing need for services to persons with disabilities aging out of the DOE, and created the ADH Pathways Program specifically focusing on services for young adults. To accommodate these new services, she planned and oversaw a renovation of 1,400 sq. ft. in three rooms on the DH Campus. This renovation was completed on time, within budget, and enabled SECOH to open the Pathways at DH program in January 2015. In a short period of time this program was filled to capacity, and today there is an ongoing waitlist for services.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

STAFFING. The Board of Directors is comprised of seven individuals dedicated to the mission and work of SECOH. Three Board members form a Renovation Committee and provide expertise to the project. They include: Chair John McKenna, President/CEO of Hawaiiana Management Company; Treasurer Debbie Hiraoka, SH Consulting LLC; and Vice Chair Darren Ota, Vice President of Central Pacific Lease. They will inspect the renovations and be responsible for approving and attesting to the satisfactory completion of each phase of the project.

KNOWLEDGE AND SKILL. SECOH will retain a contractor experienced and skilled at renovation projects of similar size and scope. In preparation of this project, SECOH retained cost estimates from Millennium Contractors and Craig's Air Conditioning, both contractors that have completed several renovation projects at the Diamond Head and Kapolei locations. These contractors are well versed with ADA requirements, and able to complete their work while on-site with the population of individuals with disabilities served by SECOH. They safely and respectfully manage renovation activities, sometimes in close proximity to ongoing client activities. Due to the nature of the population served by SECOH, privacy and safety are priority concerns when retaining a contractor. In working with any contractor, President and CEO Bridget Panee works with the Board of Directors and an accountant to ensure the cost of the renovation is competitive and in alignment with prevailing rates of comparable work.

FACILITIES. SECOH is fortunate to have a 65-year lease for the Diamond Head Property with the State of Hawaii, Department of Land and Natural Resources. The lease term ends March 14, 2041, and payment is $120 annually. The lease includes terms that require the property be used to serve persons with disabilities.

FISCAL RESOURCES. SECOH has a full-time accounting clerk, and contracts with Custom Bookkeeping to manage its finance and accounting. SECOH has worked with Custom Bookkeeping for five years, and accounting policies and procedures are in compliance with Generally Accepted Accounting Practices.

SECOH has an operating budget of $5.4 million, and sufficient funds to cover renovation costs in advance of reimbursements from the City and County of Honolulu for this project.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

BENEFITS TO INDIVIDUALS WITH DISABILITIES. The renovation will increasing the capacity of the Diamond Head Campus to serve more persons with disabilities and extend the array of services to include IES and DCP skill-building activities:

1) After the GREAT ROOMS are completed, SECOH will have the capacity and begin to admit some of the 45 adults with disabilities that are waitlisted for services.

2) Upon completion of the LIFE SKILLS CENTER, SECOH will add job and life skills activities for all Pathways clients, and begin applying to secure approval to provide IES and DCP in the Medicaid Waiver program.

3) Completion of the POOL HOUSE and surrounding area will ensure that it remains a resource for the individuals with disabilities, from children to seniors, long into the future.

SUSTAINABILITY. This renovation will contribute to the long-term sustainability of SECOH:

- The new air conditioning system, kitchen appliances, and LED lighting fixtures will be energy efficient, reducing the cost of electricity.
- The new windows will improve the security of the buildings and improve hurricane resilience.
- The the trough sinks, vinyl planking, and interior walls and trim will help maintain a sanitary environment for SECOH's clients. Sanitation is important, not just for many of our clients that are medically fragile, but also in the event of another pandemic or presence of other contagious flu or bacteria.
- The improvements will reduce the cost of facilities maintenance, and ensure that SECOH is a able to serve individuals with disabilities long into the foreseeable future.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Once these renovations are completed, SECOH will ensure that each area is well maintained so that the facility is able to serve adults with disabilities long into the future. This includes developing and implementing a schedule of ongoing weekly and monthly facilities maintenance, as well as periodic improvements such as roofing and painting.

Upon completion of the renovations, SECOH will retain the additional employees necessary to serve more persons with disabilities and to provide IES and DCP services. SECOH retains ProService Hawaii to manage its payroll and human resource activities and works with a consultant grant writer to raise the funds necessary for renovations, program improvements, and other expenses not covered by DOH DDD reimbursements for services.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

n/a

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Special Olympics Hawaii Inc.
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Play United, Live United

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Special Olympics Hawaii (SOHI) was established in 1968. Our mission is to provide year-round sports training and athletic competition for children and adults with intellectual disabilities (ID), giving them continuing opportunities to develop physical fitness, demonstrate courage and participate in the sharing of gifts, skills and friendships with their families, other athletes and the community.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Special Olympics Hawaii will offer Unified Champion School initiatives and Unified Sports for individuals with intellectual disabilities to provide opportunities for social inclusion, to activate youth, inspire fitness, and to promote acceptance in Oahu communities and schools. Unified Sports and activities are proven to build lasting mutual respect and social awareness among participants.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Through Unified Sports SOHI will serve 450 athletes with ID and their unified partners, 15 schools will participate in Unified Champion Schools initiatives, 10 schools will participate in Spread the Word: Inclusion, and 100 students will compete in Mov to Include League Play. Training together and playing together through Unified initiatives is a winning path to friendship and understanding.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $18,750	☒ District 2 $6,000	☒ District 3 $22,500
☒ District 4 $15,750	☒ District 5 $27,000	☒ District 6 $16,500

☒ District 7 $13,500	☒ District 8 $15,000	☒ District 9 $15,000
Total Amount Requested (must be $25,000 to $150,000)	$150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☒ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Daniel Epstein
President & CEO

10/30/24
Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Mel Betz
(Signature)

Michael Betz
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Daniel Epstein (name), President + CEO (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Mel Betz
(Signature)

Michael Betz
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 24th day of October, 2024, before me appeared Michael Betz, personally known to me, who, being by me duly sworn, did say that he/she is the Chairman of the Board of Special Olympics Hawaii, Inc. and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said KATHALYNN E. K. BENNER acknowledged said instrument to be the free act and deed of said corporation.

KATHALYNN E. K. BENNER NOTARY PUBLIC No. 17-347 STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: AUG 2 0 2025

Doc. Date: OCT 2 4 2024 # Pages 1
Name: Kathalynn E. K. Benner Circuit
Doc. Description: Certificate of the Board of Directors Authorization to Assign Authority

KATHALYNN E. K. BENNER NOTARY PUBLIC No. 17-347 STATE OF HAWAII

Signature OCT 2 4 2024 Date

NOTARY CERTIFICATION

Kathalynn E. K. Benner

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

To establish a sustainable, resilient, and thriving community, the need for programs that invite inclusion of individuals with intellectual disabilities is imperative. Many individuals with intellectual disabilities continue to experience a poor quality of life according to the NIH (2021). Exclusion is still faced by this population, especially with regard to their inclusion and participation in the community.

The City and County of Honolulu values note the need for quality and comprehensive programs for all, listing the attributes of Integrity, Respect, and Excellence. Special Olympics Hawaii (SOHI) provides Unified initiatives for individuals with intellectual disabilities (ID) that deliver not only these values, as per our mission, but also implement the City's additional bullet points of teamwork, celebrating diversity, zero tolerance for discrimination, and social equity.

To meet this need, SOHI is dedicated to promoting social inclusion through shared sports. Unified Sports joins people with and without ID on the same team. It was inspired by a simple principle: training together and playing together is a quick path to friendship and understanding. In Unified Sports, teams are made up of people of similar age and ability, making practices more fun and games more challenging. Having sport in common can help to extinguish preconceptions.

SOHI has Unified Sports programming for all ages over 3. For adults, and particularly Kupuna, our sports training, practices, and competitions serve several purposes. They increase physical health helping to maintain strength, balance, and mobility; mental health by boosting mood and mental clarity and helping combat feelings of anxiety and depression; social health by building ongoing, strong relationships; and intergenerational bonds where families can participate in sports and activities together. Unified Sports are an effective solution to address these needs and feelings of social isolation.

All youth face a range of challenges from achieving personal and academic success to feeling emotionally and physically healthy and safe. Sadly, the typical school and social environment for young people has numerous obstacles that hamper their learning and can negatively impact their overall happiness and development. These challenges are compounded for students with ID. While progress has been made, many students with disabilities experience unrelenting social isolation and rejection, and victimization in the form of bullying.

Special Olympics was built on the premise that lasting change must start with young people. The goal of SOHI's Unified Champion Schools initiative is to inspire a transformation of attitudes for the next generation so that their actions toward individuals with ID will be nonjudgemental and inclusive.

As a result of playing sports together youth become more socially interactive and students with ID become involved in more social activities and opportunities. With this interaction and increased understanding bullying and teasing declines.

Special Olympics Unified Champion Schools (UCS) Annual Impact Report for 2023 indicates the following:

- 94% of UCS liaisons felt that the program created a more socially inclusive environment
- 98% felt the UCS program is valuable for the school as a whole
- 91% indicated that the UCS programs reduce bullying, teasing, and use of offensive language
- 92% of liaisons reported increased participation of students with ID in school activities
- 96% felt the program increased opportunities for students with and without ID to work together
- 100% of liaisons indicated that UCS programming increases the attendance of students with ID, with 83% indicating an increased attendance of students without ID
- 71% reported expanded inclusion in the cafeteria and the classroom
- 76% reported increased inclusion in extracurricular and afterschool settings
- 94% of teachers said the UCS programs eased the transition from middle to high school by fostering a sense of belonging, building relationships, and providing continuity for students over time

UCS is a strategy to activate youth, engage educators, and promote school communities of acceptance and inclusion. The Center for Social Development and Education completed a 10 year study of the Unified Champion Schools program. This study found that student participants in the UCS program report that they learned: about working with others 64%; about helping others 68%; becoming more patient 64%; standing up for something 66%; that they have things in common with students of different abilities 59%. Students who participated in UCS programming felt more supported by their teachers and peers, had higher levels of grit, reported better academic grades, and were more empathetic and compassionate compared to students who did not participate.

Unified Sports and activities, at all ages, promote acceptance and social change encouraging participants to Play Unified, and to Live Unified.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Special Olympics Hawaii will provide Unified Champion School initiatives and Unified Sports for individuals with intellectual disabilities to have opportunities for social inclusion, to activate youth, inspire fitness, and to promote the message of acceptance in Oahu communities and schools. Unified programming has proven to be successful in meeting the need for social inclusion for individuals with ID and in building mutual respect and continuing social awareness among participants.

SOHI offers unified opportunities in the following sports:

- Bocce–One athlete and one unified partner on a doubles team

- Bowling–Two athletes and two unified partners on a team
- 5-a-side Soccer–Three athletes and two unified partners on the field
- Softball–Five athletes and five unified partners on the field
- Track and Field–Two athletes and two unified partners on a relay team
- Flag Football–Three athletes and two unified partners on the field
- Kama Aina Kids 5-a-side Basketball for preschoolers–Three athletes and two unified partners on the court

Athletes with ID and unified partners will have the opportunity to participate in Softball and Track & Field relays for the Summer Games season, Bocce and 5-a-side Soccer for the Aukake Classic early fall season, and Bocce and Bowling for the Holiday Classic Games held in November. SOHI will provide an additional Flag Football season for Unified Champion Schools from January to March, and 5-a-side Basketball season in partnership with Kama Aina Kids with a tournament held in April.

Unified walkers participate in weekly Holo Holo Clubs throughout Oahu that are open to all ages. Holo Holo is intergenerational and inclusive, attended by youth, adults, and seniors with and without ID

UCS programs, in addition to the above sports, offer recreation, clubs, and full school engagement at events such as pep rallies and school announcements. SOHI will report on these activities in our monthly narratives. Each school styles a unique approach to UCS activities. The unified clubs are youth led and include students with ID as leaders.

SOHI will encourage UCS schools to participate in the Spread the Word: Inclusion, which will be held in March 2026. UCS clubs hold a school wide event to promote inclusion and educate the student body about diversity and tolerance. Each school determines how they will celebrate this day.

Mov to Include is a walking program within Unified Champion Schools. Each November and again in April, schools compete in League Play to walk the most miles. Clubs meet/walk at each individual school and record their steps through Fitbit software. The winning school is rewarded with a pizza party and participants receive incentives for milestones achieved.

450 athletes with ID and unified partners will participate in Unified Sports, 100 in Mov to Include, 15 schools will participate in UCS initiatives including sports, and 10 schools will promote Spread the Word: Inclusion.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

550 individuals and 15 Oahu schools, including the Grant in Aid target populations of youth and individuals with disabilities, will benefit directly throughout the FY2026 grant term. SOHI will provide Unified Sports and Unified Champion School initiatives that are designed to use

sports and related activities as a catalyst for inclusion for individuals with intellectual disabilities leading to social awareness, attitudinal change, improved fitness, and friendships.

The Grant in Aid Fund has a priority to serve at risk individuals which, by definition, includes those with intellectual disabilities, and those who are economically and socially disadvantaged. People with ID and their families typically fall at the bottom of the economic spectrum. 75% qualify as low-moderate income according to HUD guidelines. These factors can lead to social exclusion due to lack of resources and the time constraints on parents and caregivers. Most of SOHI's school age athletes attend Title 1 schools. Unified Sports and Unified Champion Schools, many of which are Title 1, provide a free resource for social inclusion in schools and post education, and families can even participate together in Unified Sports.

The five social and emotional learning (SEL) competencies identified by the Collaborative for Academic, Social, and Emotional Learning (CASEL) are: Self-awareness, Self-management, Social awareness, Relationship skills, and Responsible decision-making. Ten years of evidence and evaluations show that UCS programs promote SEL outcomes through inclusive activities and interactions that offer opportunities for students with and without intellectual disabilities to work together in collaborative, goal-oriented environments.

Measurable outcomes are as follows:
*450 individuals including athletes (those with ID) and unified partners (those without ID) will participate in Unified Sports
*15 schools will participate as Unified Champion Schools
*10 schools will participate in the event Spread the Word: Inclusion
(Though difficult to measure, this is a full school engagement activity which could reach over 18,000 students with a message of acceptance and awareness of their peers with ID)
*100 students with and without ID will participate in Mov to Include

SOHI will report on additional activities such as Holo Holo and UCS clubs and school activities in the monthly narratives. These activities can include athlete leaders and result in a positive change for the school populations. Backup for these activities is often not in a form that is reportable as a deliverable as they tend to develop organically. Examples include an individual with ID who was elected as Homecoming King after developing friendships within the UCS club and Unified Sports. Athletes share that they are now invited to a lunch table with unified sports/club friends or to after-school activities. These are positive outcomes of UCS that inspire hope and confidence and can be life-altering.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

SOHI will be partnering with the Department of Education, Unified Champion School Liasons and coaches, After School All Stars, and Kama'Aina Kids to provide programming. We will also partner with the University of Hawaii, Kaiser High School, Joint Base Pearl Harbor Hickam, Kaneohe Marine Corp Base, and Parks and Recreation to provide not only the facilities but extensive logistics required to bring the best possible experience to our community for all events.

Specific events include: Holiday Classic season, Mov to Include, Flag Football season with 2 tournaments, Spread the Word: Inclusion, Kama'Aina Kids Basketball season and tournment, Mov to Include, Summer Games season, Aukake Classic season.

SOHI will reach out to schools to participate in UCS for the 25/26 school year in October, assisting schools to determine their level of involvement and recruitment and training of liasons and coaches. School recruitment is ongoing throughout the year as schools can start practicing for the upcoming sports season and participant in the next event. Communication, planning, and support from SOHI's UCS Manager, Director of Sports, and Volunteer Coordinator is ongoing including on-site school visits.

SOHI partners with After School All Stars to provide Unified Sports at the schools they serve. Schools will continue to transition seasonally for Flag Football, to summer and to spring/fall sports. In January 2026 SOHI will partner with Kama'Aina Kids to begin basketball practices for preschoolers. This has been an extremely successful partnership with great enthusiasm from the keiki, their families, and coaches. There is a big learning curve at this age and it is easy to see the skills improve with each practice. The tournament in March is a favorite event!

SOHI will be on track with our typical year round sports schedule to provide Unified Sports seasonally to adults and youth who are not involved in UCS. This includes training and coaches clinics on a seasonal basis, and weekly (or more) practices. Recruitment of volunteers by our Volunteer Manager is ongoing and extensive. Summer Games alone requires over 800 volunteers. SOHI partners with organizations such as Matson, First Hawaiian Bank, Bank of Hawaii, and Servco to provide seasoned, returning volunteers to run venues. Windward Mall and Ala Moana Center are two partners that allow our unified Holo Holo Clubs to walk the malls and engage with other walkers.

The Motto for Unified Sports: "On the field we're teammates and off the field we're friends"

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

Funding will support our outcomes by providing essential staff support through salaries and benefits. Activity supplies, equipment rentals, administrative costs, and telecommunications are additional expenses required to achieve the outcomes SOHI expects. The intent of SOHI events, tournaments, and games is to provide a seamless and memorable experience for all participants emphasizing excellence in sports and sportsmanship in a welcoming, inclusive environment.

Salaries and Benefits:
SOHI has a small staff that requires staff, including Directors and Managers, to be in direct contact with athletes, unified partners, coaches, and volunteers. We are requesting salary and benefits for our Director of Sports and Volunteer Coordinator. The Director of Sports is responsible for ensuring SOHI offers quality sports programming that meets SOI training and competition standards. The Director of Sports oversees the logistical management of all sports events and competitions, is responsible for training coaches, divisioning teams for competitions, familiarity with each team/participants, maintaining sports equipment, and so much more. Our Volunteer Coordinator maintains an extensive database of volunteers and must fill all spots from officials to hospitality to venue managers. These two positions are foundational to the success of UCS programming and Unified Sports.

Equipment Rentals:

Tents, tables, chairs, sound and safety systems, ice storage, and portable restrooms, in addition to location specific equipment are required for all events.

Data Management & Administrative expenses:
Computer networks and technical support services, stable WI-FI, mobile phones, and traditional phone lines are critical to maintain the programming we provide. SOHI's databases for games management, volunteers, and accounting are unique and designed for our needs. The databases are quite large due to the number of events, participants and volunteers we manage. This line item continues to grow in importance as advances in technology progress.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

The timeline for grant programs and deliverables follows:

October 2025
Athlete/partner practices held for basketball/bocce/bowling
Local Competitions held for bowling and bocce
Preparation for Holiday Classic Games
UCS recruitment
UCS-basketball, bowling, bocce practice
Oahu-wide competitions
November 2025
Athlete/partner practices held for basketball/bocce/bowling
Preparation for Holiday Classic
Holiday Classic Games held
League Play UCS Basketball
League Play Mov to Include
UCS- bowling, bocce
December 2025
Athlete practices/training continue in December, not sports specific
League Play Mov to Include
Staff planning for annual events and wrap up/analyzation of prior year competitions and events
Activity sheets for UCS
January 2026
League Play Flag Football practice/training begins for UCS
Summer Games negotiations and logistics planning
UCS planning for Spread the Word: Inclusion
Kama'Aina Kids Basketball practices begin
February 2026
Coaches Clinics
League Play UCS Flag Football
UCS planning for Spread the Word: Inclusion
Athletes and partners begin practice/training in for Unified Softball, Track and Field, Swimming
Summer Games supply purchasing and logistics planning
Kama'Aina Kids basketball practices
March 2026
Coaches Clinics
Spread the Word: Inclusion
League Play UCS Flag Football Tournament

Kama'Aina Kids Basketball Tournament
Athletes and unified partners, UCS continue training and practices
Summer Games supply purchasing and logistics planning, meetings with key volunteers
April 2026
Oahu Wide Competitions
League Play UCS Flag Football Tournament
Athletes and unified partners, UCS continue practice/training in Summer Games sports
Summer Games supply purchasing and logistics planning, meetings with key volunteers
League Play Mov to Include
Activity sheets for UCS
May 2026
Athletes and partners, UCS continue to practice/training for Summer Games
Summer Games logistics set up and warehouse day, supply distribution, key volunteer pre-games meetings
Oahu Wide Competitions
June 2026
Summer Games
Post Event close out of Summer Games for Staff
Athletes and partners, UCS practice/train for soccer and bocce
July 2026
Athletes and partners, UCS practice/train for soccer and bocce
Preparation for Aukake Classic
August 2026
Athletes and partners practice/train for soccer and bocce
Preparation for Aukake Classic
Aukake Classic Games held at Waiau District Park
Activity sheets for UCS
September 2026
Coaches Clinics
Athletes and partners, UCS practice/train Holiday Classic
Post event close out of Aukake Classic
Staff preparation for Holiday Classic

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

With 56 years of experience, SOHI successfully runs over 55 competitions and 3 State Games in 10 sports, and Young Athlete Programs for over 4500 participants while managing 6000 volunteers annually. The planning and logistics for these events involves hundreds of individuals that must be housed, transported, fed, awarded, and sported. In addition, our staff holds 5-6 major fundraising events annually.

SOHI requires that staff, volunteers, athletes and partners maintain a high standard. Every aspect of our programming, sports competitions, and events are scrutinized on a continuous basis and adjusted to meet unexpected and new circumstances. We plan months in advance with input from the people and facilities we partner with including coaches, Heads of Delegations, key volunteers, school officials, and athletes. It is an ongoing, rich process with a tremendous volume of detail. We receive ongoing feedback from our constituents and

always plan every event to the finest detail. SOHI is accredited annually by Special Olympics Inc. recognizing the high standards we set and continuously meet.

The concept of Unified Sports was introduced by Special Olympics Inc. in 1989. SOHI quickly adopted the opportunity to integrate individuals with ID on teams with people without ID. This was a major shift in the existing structure of Special Olympics and SOHI immediately recognized that inclusion in sports would greatly facilitate inclusion in life. In 2007, Special Olympics, with the philosophy that change is rooted in youth, began to implement programming for schools, then called Project Unify. SOHI again jumped at the opportunity to engage schools on a deeper level. Recently rebranded as Unified Champion Schools, SOHI has grown this initiative over the years through sports offered and participation.

Proven Success Story-Athlete Britney had this to say:

I had the best time at the 2024 Aukake Classic. On Saturday, I participated in the Unified Double Bocce competition with my partner, Toni. My favorite part of the weekend was winning the gold medal with my teammate. When we reached the championship game, I felt extremely happy but nervous. I wanted to win this game not only for myself but for my partner too. The other team had a strong lead, but we were able to make a comeback to win the game. This game felt like an ”Olympic final'' in the sense that we needed to have a good strategy, which my coaches always tell us, and we needed to put 100% effort into each roll. Our training for the last three months came down to this moment, and we did it! After the game, I remember one of my coaches spraying me with water and I was jumping around and enjoying this moment. Other moments included being the “team cheerleader” on Sunday for the athletes and Unified Partners who were competing, Coach Dean taking my teammate, Brandon, and me to McDonald’s after dinner on Saturday night for a treat and taking a picture with Miss Diamond Head USA!

2. Describe the applicant’s capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

SOHI has an Oahu Staff of 11 fulltime employees, and 2 part time athletes. Nine of our fulltime Staff are directly involved with our athletes, partners, families, and volunteers, and additional staff provide the administrative requirements for our organization. Our three senior staff members have over 70 years of combined experience with Special Olympics Hawaii that includes a wealth of in-depth institutional knowledge to draw upon. Our newer employees bring a set of skills that benefits the work place including technology proficiency and new perspectives in problem solving and future programming.

Each staff member is responsible for coordinating components of our State Games and special events, such as running Olympic Town, the Healthy Athlete venue, transportation, hospitality or running a sports venue such as track and field, for hundreds of attendees. This experience, several times a year, gives every staff member the confidence, capability and knowledge to problem solve, plan logistics, organize, compromise, and meet the continued, often urgent, needs of our stakeholders with compassion and conviction.

Our long term relationships with the University of Hawaii, Kaiser High School, Kaiser Permanente, Joint Base Pearl Harbor Hickam, Schofield, Kaneohe Marine Corp Base, the Department of Education, AMR, the Parks and Recreations Department, Kamehameha Schools, Iolani School and others, make it possible for SOHI to have community support and the facilities we require.

Mission partners such as First Hawaiian Bank, Par Hawaii, Walmart, DNA Athletics, and the Law Enforcement Torch Run provide funding, personnel, facilities and expertise. Long term Corporate Sponsors such as Hawaii Cement, Matson, Hawaii Gas and Elite Parking, along with dedicated foundations are additional, consistent financial supporters. Our Board of Directors provides guidance, experience and financial support.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

SOHI has finally received our Certificate of Occupancy for our new Health and Fitness Building and we are actively installing equipment in the fitness area for the athletes at our permanent home in Ewa Beach/Kapolei. Expanded services will include a powerlifting and training station, a cardio and strength area, an open, multi-use area for exercise classes, and a medical and screening zone for monthly private screenings and exams. We plan to add some recreational sports such as volleyball and pickle ball to engage youth and kupuna to enjoy the outdoor play court. Small competitions will be held at our site as well. We are currently adding fencing and landscaping to increase security, decrease erosion, and provide additional areas of shade for events.

Our campus has already hosted several events including movie nights for the community, blood drives, practices and clinics, and monthly young athlete programming. This year one of our athlete employees decided to start a Garden Club. With other athletes, family members, and staff joining in this has now become yet another unified event. The Garden Club meets monthly and we have all been enjoying the produce!

Plans to add Unified Flag Football for adults are being finalized. It is anticipated we will schedule this sport to coincide with UCS Flag Football in the first quarter of the year. SOHI is also finalizing plans with Wai Kai to hold an 8 week surfing and stand up paddle sport season to take place annually in January/February. Practices will culminate in a Special Olympics Oahu Regional Competition, complete with judges, and the presentation of medal/ ribbons to winners and participants.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

In FY2024 SOHI was able to increase games sponsorships and our large scale fundraisers of Over the Edge, Cheer for Champions, Badges & Buckets, Tip A Cop, and the Law Enforcement Torch Run met and exceeded goals. A new fundraiser will be added in April 2025. Our foundation support as well as corporate and individual donors help sustain our programs from year to year. SOHI will end 2024 in the black.

Our Senior Staff responsible for the grant activities is among the most experienced in North America. SOHI's Director of Sports is now in year two of employment and has brought a great

deal of knowledge, love for the athletes, and dedication to the job. Staff are supported by our extensive volunteer network many of whom are willing to help with the heavy lifting and extensive packing required prior to and post events on a regular basis.

Experiences such as the following also ensure sustainability as schools recognize the impact of UCS and choose to continue the partnership: Jeremiah, who was recently crowned Mililani High School's Homecoming King competed against six of his classmates and was voted as Homecoming King by his peers, marking a very special moment not only for him but for the entire school community. Jeremiah proudly took part in the homecoming parade, celebrating this moment of inclusion with friends and family.

Jeremiah's win is more than a personal victory; it reflects the power of inclusion and the strong sense of community fostered by UCS. His crowning as Homecoming King highlights the importance of creating environments where everyone is celebrated and allowed to shine. This moment is an inspiring reminder of what can be achieved when schools embrace unity and inclusion.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Opportunity Enriches Life CT DCS 2500059
   Grant Period: 10/11/24-9/30/25 Grant Amount: $150,000
   Grant Purpose: To provide services for people with ID equivalent to the general population
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: DCS

2. Grant Activity Name & Contract #: Healing through Sport CT DCS 2400059
   Grant Period: 10/1/23-9/30/24 Grant Amount: $200,000
   Grant Purpose: To re-engage and heal community post-covid through sports and health programs
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: DCS

3. Grant Activity Name & Contract #: Supporting Friendly Aging for People with ID CT DCS 230054
   Grant Period: 10/1/2022-9/30/2023 Grant Amount: $200,000
   Grant Purpose: Providing healthy age prevention activities
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: DCS

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Special Olympics Hawaii Unified Sports and activities include multiple opportunities for Kupuna. There is no upper age limit for participation and accommodations are available in several sports for Kapuna in wheelchairs or individuals who may need assistance. Unified Sports changes mindsets about the abilities of Kupuna, including their own perceptions! Programs are inclusive and offer ample opportunities to participate in intergenerational activity on sports teams and other activities, often including a family member. Our year-round sports programming with practices and events keeps aging athletes moving and motivated to be healthy. Holo Holo walking clubs, meeting weekly, are very popular with Kupuna. Some of our most dedicated delegations include Kupuna who have developed long term friendships and socialize outside of Special Olympics. Family members have also developed long standing friendships.

Since individuals with intellectual disabilities age sooner and die 16-20 years earlier than their peers it is imperative they have programming that is free and accessible to support them as they age. If 62 is considered a senior for a typical individual, most individuals with ID would then be considered seniors by age 50. Age-friendly recognition and programming for these individuals must start much earlier. An ongoing, active, social lifestyle, as offered by Special Olympics, can help to mitigate some aging risks and increase the opportunity for a fun, meaningful age-friendly lifestyle.

SOHI can report on Kupuna Holo Holo walkers, athletes, and unified partners that participate in our annual sports seasons. Additional events may occur throughout the grant year that are reportable.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Spill the Tea Cafe
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Best-teas Program

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Co-founded in 2022 by a Licensed Clinical Social Worker and her trans teenager, Spill The Tea Cafe emerged from a personal journey towards inclusivity and support for at-risk youth in Honolulu. Our mission is to provide compassionate, gender-affirming mental health care, fostering a safe space for young individuals to thrive.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Addressing Hawaii's mental health crisis and gender-diverse youth suicide crisis, our program responds to alarming statistics: 50% attempted suicide (2018 SGM Report). We offer specialized mental health services, including suicide prevention and crisis intervention, tailored to their unique challenges, aiming to reduce suicide rates and foster resilience.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Spill The Tea Café will expand its mental health services by adding a mobile clinic or van to transport and provide outreach to underserved areas. This will increase access to therapy and community support, reaching even more LGBTQ+ youth. The goal is to offer 1800+ sessions, with measurable improvements in mental health and increased community engagement through 30+ outreach events.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $ 8,000	☒ District 2 $ 11,000	☒ District 3 $7,000
☒ District 4 $ 16,000	☒ District 5 $ 85,000	☒ District 6 $ 6,000
☒ District 7 $ 5,000	☒ District 8 $ 7,000	☒ District 9 $ 5,000
Total Amount Requested (must be $25,000 to $150,000)	$ 150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☒ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

_____ _____

Signature of Grantee (Fiscal Sponsor) Officer Date

Printed Name and Title:

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature) Haylin Dennison (Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Krizia Rovano (name), Director of Operations (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Haylin Dennison
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 20th day of NOVEMBER, 2024, before me appeared HAYLIN DENNISON, personally known to me, who, being by me duly sworn, did say that he/she is the DIRECTOR OF OPERATIONS of SPILL THE TEA CAFE and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said SHE acknowledged said instrument to be the free act and deed of said corporation.

JAZMINH RABAGO NOTARY PUBLIC No. 22-85 STATE OF HAWAII

Notary Public, State of Hawaii JAZMINH RABAGO

My Commission expires: 04/17/2026

Doc. Date: UNDATED # Pages 1
Name: JAZMINH RABAGO 1st Circuit
Doc. Description: CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY
Signature 11/20/24 Date

NOTARY CERTIFICATION

JAZMINH RABAGO NOTARY PUBLIC No. 22-85 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Spill The Tea Cafe is dedicated to addressing the pressing mental health challenges faced by the 2SLGBTQIA+ and gender-diverse youth in Honolulu, especially those from low- to moderate-income backgrounds. Recent data highlights the urgent need for specialized services. The Trevor Project's 2023 U.S. National Survey reports that 41% of LGBTQ youth have seriously considered attempting suicide in the past year, with even higher rates among transgender and nonbinary individuals. In Hawaii specifically, 52% of LGBTQ youth experience anxiety symptoms, 53% suffer from depression, and 17% have attempted suicide (The Trevor Project).

Barriers to accessing mental health care remain significant. The same survey revealed that 56% of LGBTQ youth nationwide who wanted mental health services were unable to receive them, with 54% of Hawaii's LGBTQ youth reporting unmet needs. Major obstacles include financial challenges, lack of parental consent, and fear of discrimination.

Transportation remains a critical barrier to care for young transgender individuals, who often feel unsafe using public transit. In Scotland, where 18-30% of children live in relative poverty and 4% of the population identifies as LGBT, 40% of young transgender people report feeling fear or discomfort when using public transportation. With Hawaii's poverty rate at 10.1% and 4% of the population identifying as LGBT, these concerns are likely mirrored among Honolulu youth, particularly those in low-income areas who depend on public transportation.

The vulnerability of our target population is compounded by systemic discrimination and socioeconomic challenges. Discrimination, family rejection, and societal stigma drive higher rates of homelessness and substance use among 2SLGBTQIA+ youth. The Human Rights Campaign states that LGBTQ youth are 120% more likely to experience homelessness compared to non-LGBTQ peers, further underscoring the need for supportive services.

Spill The Tea Cafe (STTC) addresses these needs by offering comprehensive mental health support, including individual and group therapy, crisis intervention, and ongoing care, all designed to meet the specific needs of 2SLGBTQIA+ youth. We also mitigate transportation barriers by providing transportation support, telehealth sessions, and community events, ensuring youth can safely access services. Our welcoming, affirming environment allows youth to express their identities without fear of judgment or harm.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

STTC's proposed grant activity is a comprehensive initiative designed to address the urgent mental health needs of LGBTQ+ youth and their families in Honolulu, Hawaii, as highlighted

- **Enhanced Community Engagement:** Increase youth participation in outreach events by 50%, building community connections and resilience.
- **Suicide Prevention:** Reduce suicidal ideation and attempts among participants by 50%.

Action Plan for Outreach Activities: Spill the Tea Cafe's Outreach Initiative will focus on bringing our services directly to youth by hosting events at community centers, schools, and workforce/job fairs. By engaging youth in familiar and accessible environments, we can eliminate barriers to mental health care and provide immediate, life-saving support.

Community-Based Events: We will organize mental health workshops, resource fairs, educational seminars in schools, and job fairs to reach youth where they gather. These events will provide information on available services, promote mental well-being, and create connections to crisis intervention and ongoing support.

Physical Activities and Engagement: Our initiative will include physical activities and community events designed to foster a sense of belonging, promote health, and encourage active participation in safe, supportive spaces. We will also offer transportation support, ensuring youth can safely reach our events and services, particularly for those facing public transportation challenges.

Educational Outreach: We will work with families, schools, and community organizations to conduct anti-bullying workshops and advocate for inclusivity and acceptance. By educating the community on the unique challenges faced by 2SLGBTQ+ youth, we aim to create a broader network of support that reduces discrimination and violence.

This outreach-based approach ensures that Spill the Tea Cafe's Initiative not only meets but exceeds the objectives of the Grants in Aid Fund, making a substantial, lasting difference in the lives of 2SLGBTQ+ youth.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

The "Best-Teas Program" will implement a structured action plan to achieve measurable outcomes, using partnerships and innovative solutions to maximize impact. Our strategy outlines critical milestones, events, and performance measures essential for success.

Mobile Clinic and Transportation: We will develop a mobile clinic/van to transport supplies to outreach events and safely provide participant transportation. The clinic will also serve as a secure space for on-site counseling and crisis intervention, equipped for privacy and safety.

Mental Health Services: In the first month, we will conduct initial BPS assessments (PHQ-9A, ACES, GAD-7) and offer weekly individual and group therapy using evidence-based practices like CBT and DBT. Our goal is a 50% reduction in anxiety and depression symptoms for 75% of participants, assessed monthly.

Healthcare Access: We will partner with local healthcare providers for routine check-ups and gender-affirming care, aiming for 90% healthcare participation. The mobile clinic will facilitate these services.

- **Office Supplies: $1,500** – Supports daily administrative functions (like printer ink, paper, staples, etc.).
- **Equipment Rental:** n/a
- **Program Supplies: $2,000** – Art/drama therapy materials, interactive games, and wellness kits for youth activities.
- **Mileage/Parking: $2,500** – Reimburses staff travel costs for outreach and participant support.
- **Postage: $500** – For program-related mailings.
- **Travel: n/a**
- **Conference/Training: n/a**
- **Telecommunications: $5,000** – Ensures effective communication among staff, partners, and participants.

6. Community Event Expenses: $5,068
Supports event permits, venue fees, and promotional materials to execute impactful outreach events.

Total Request: $150,000

This budget ensures Spill the Tea Cafe can effectively deliver accessible mental health and support services facilitated by the mobile clinic and strategic outreach. It addresses immediate needs while promoting long-term resilience and well-being for LGBTQ+ youth and their families.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Month 1-2: Program Launch and Setup

- Purchase and equip the passenger van to serve as the mobile clinic, ensuring it is fully operational for transportation and on-site services.
- Conduct staff training on trauma-informed care, crisis intervention, and cultural competency.
- Establish partnerships with local healthcare providers and housing agencies.
- Begin outreach efforts, scheduling initial community events at schools, job fairs, and community centers.

Month 3-4: Initial Assessments and Service Rollout

- For new participants, conduct initial BPS (Biopsychosocial) assessments using PHQ-9A, ACES, and GAD-7.
- Launch weekly individual and group therapy sessions using evidence-based practices like CBT and DBT.
- Initiate healthcare access coordination, facilitating routine check-ups and gender-affirming treatments through partner providers.
- Start academic support programs, including tutoring and mentoring services.

Month 5-6: Community Outreach and Engagement

- Host two monthly outreach events (with an additional event in Dec. & March) at various community locations, utilizing the mobile clinic for service delivery and participant support.
- Implement physical activity sessions to promote wellness and social engagement.

therapy sessions, with 70% of participants reporting a reduction in anxiety and depression symptoms, as measured by standardized tools like PHQ-9A and GAD-7. Our crisis intervention services successfully supported over 100 youth in acute distress, with immediate stabilization provided through our trained staff.

Community outreach efforts have included hosting over 20 events in schools and community centers, engaging more than 800 youth and families. Through these events, we delivered educational workshops on anti-bullying, mental health awareness, and gender inclusivity. Feedback surveys showed a 75% increase in participants' knowledge of mental health resources and a reported decrease in instances of bullying among youth who attended our programs. These outcomes highlight our ability to engage with and support our target population effectively.

Spill the Tea Cafe has a dedicated team of licensed clinicians, outreach coordinators, and administrative staff equipped to deliver the proposed services. Our clinicians are trained in evidence-based practices like Cognitive Behavioral Therapy (CBT), Dialectical Behavior Therapy (DBT), and trauma-informed care, ensuring high-quality support for our youth. We have established partnerships with local healthcare providers, housing agencies, and schools, creating a robust network to facilitate comprehensive services.

Our facility includes therapy rooms, administrative offices, and a welcoming environment for youth. We are prepared to expand our reach with the planned purchase of the mobile clinic, which will allow us to bring our services directly to underserved communities and increase accessibility. Our administrative systems are well-developed, ensuring efficient management, data collection, and reporting for grant activities.

Our agency has a history of delivering results that align with our goals for the proposed initiative. Our data-driven approach and commitment to inclusivity and cultural sensitivity positions us to make a substantial impact. Our experience hosting community events and providing direct mental health care has laid a strong foundation for successfully implementing the Empowerment and Wellness Initiative.

Spill the Tea Cafe's proven success, current infrastructure, and strategic plans for growth underscore our readiness to perform the proposed activities and achieve meaningful outcomes for LGBTQ+ youth in Honolulu.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Spill the Tea Cafe is uniquely equipped to achieve the Best-teas outcomes for LGBTQ+ youth, leveraging its organizational resources, dedicated team of experienced professionals, robust community partnerships, and proven track record of delivering impactful mental health services.

Organizational Knowledge: Spill the Tea Cafe has years of experience working with LGBTQ+ youth, developing trauma-informed, culturally responsive, and evidence-based

fee-based wellness workshops and professional training sessions for local organizations, schools, and healthcare providers. These sessions generate income while promoting inclusivity in the broader community. Our mobile clinic will provide opportunities to offer on-demand services for a fee to organizations that want to support youth mental health initiatives. Establishing this diverse funding base will reduce our reliance on any single funding source and ensure financial stability.

Community Partnerships:
Our established relationships with healthcare providers, schools, and housing agencies will be leveraged to expand our impact. We will formalize these partnerships through memorandums of understanding (MOUs) that outline shared goals and commitments. This collaboration ensures that our programs remain well-integrated within the community and can adapt to changing needs.

Program Evaluation and Impact Measurement:
An implemented evaluation framework will measure effectiveness and impact. Collecting and analyzing data can make evidence-based improvements and present compelling outcomes to attract future funding. We will also use community feedback to keep our programs relevant and responsive.

Volunteer and Community Engagement:
Our dedicated volunteer network will continue to support outreach and event coordination. Regular events and workshops continue to foster community and long-term commitment to our mission.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. ***(2,000 character count limit)***

We are well-positioned for long-term development, supported by our dedicated staff, strategic funding, and robust community resources.

Staffing Capacity:
Our team, comprising experienced clinicians, outreach coordinators, and administrative staff, is committed to our program's long-term success. They collaborate to ensure a safe, supportive, and inclusive environment in line with our mission. We prioritize professional development, equipping staff with the latest trauma-informed and gender-affirming care practices. Additionally, trained volunteers strengthen our outreach and program delivery, enhancing our reach.

Funding Strategy:
Our approach diversifies funding across multiple channels. Our development team actively pursues a variety of grants from private foundations, corporate sponsors, and government programs. Our skilled administrative team excels in executing successful fundraising campaigns, consistently demonstrating the ability to engage donors and secure contributions to sustain and expand our mission-driven programs. Revenue-generating activities, such as our proposed fee-based workshops and professional training, activities we have facilitated in the past, will provide additional income to support our mission.

Community and Partnership Resources:
Our extensive network, including healthcare providers, schools, housing agencies, and local businesses, is key to sustaining and expanding our services. These partnerships ensure

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

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The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: GIA No. DTS 2500060
   Grant Period: 10/1/24 - 9/30-25 Grant Amount: $150,000
   Grant Purpose: Youth Program
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: City & County of Honolulu, DCS

2. Grant Activity Name & Contract #: DHS-24-OYS-506
   Grant Period: 9/1/24-8/31/25 Grant Amount: $99,916
   Grant Purpose: _____
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Office of Youth Services

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☒ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Our project is dedicated to removing barriers for youth and their families, fostering a community that prioritizes accessibility and inclusivity for all. In Hawaii, approximately 10.1% of residents live in poverty, and 25.7% speak a language other than English at home, highlighting the diverse needs of our population. We understand that many families face challenges such as financial limitations, transportation difficulties, and limited access to mental health resources. To address these barriers, we offer comprehensive support services, including free or low-cost programs, transportation assistance with our new van, flexible scheduling, and translation services to ensure that language is never a barrier to accessing care. Our trauma-informed and gender-affirming approach ensures that we meet individuals where they are, creating a welcoming and supportive environment for youth and families who may otherwise feel excluded from community activities.

Additionally, we engage intergenerational volunteers and mentors to foster meaningful relationships and build stronger connections among all community members. Our

APPENDIX A: TIER I GRANT PROPOSAL (Grants between $5,000 and $10,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Springs of Living Water
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	*Family Fun and Wellness Day: Strengthening Honolulu's Communities*

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Springs of Living Water Foundation, established in 2005, is a 501(c)(3) nonprofit social service agency dedicated to uplifting families in need through education, wellness programs, and cultural initiatives. With a mission to provide sustainable support for low-income and underserved communities, the foundation empowers individuals to lead healthier, more fulfilled lives while fostering a sense of unity and belonging.

E. Briefly describe the single event, performance, class, or other non-programmatic Grant Activity and need being filled. *(400 character count limit)*

The Family Fun and Wellness Day will be a one-day event offering free wellness workshops, health screenings, cultural activities, and family-friendly entertainment. It addresses the community's need for accessible health resources, cultural engagement, and opportunities for family bonding, especially for low- to moderate-income families who face barriers to such services.

F. Briefly summarize single event, performance, class, or other non-programmatic Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

•Direct Beneficiaries: 200-300 attendees, including families, seniors, and individuals.
•Key Outcomes:
•100 attendees receive free health screenings.
•75+ participants attend wellness and financial planning workshops.
•85% of surveyed participants report increased awareness of wellness resources.
•20+ community partners and small businesses actively engage in the event

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $3,000	☒ District 2 $1,000	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $

☐ District 7 $	☒ District 8 $999	☒ District 9 $5,000
Total Amount Requested (must be between $5,000 and $10,000)	$9,999	

H. Type of Grant Activity (pick <u>ONE</u> category that best reflects the Grant Activity):		
1. Public Services: Single event, performance, class, or other non-programmatic projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Single event, performance, class or other non-programmatic projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

_____
(Signature)

_____
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that _____(name), _____(title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

_____
(Signature)

_____
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this _____ day of_____, 202__, before me appeared _____, personally known to me, who, being by me duly sworn, did say that he/she is the _____ of _____ and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said _____ acknowledged said instrument to be the free act and deed of said corporation.

_____
Notary Public, State of Hawaii

My Commission expires:_____

Doc. Date: _____ # Pages _____
Name: _____ ____ Circuit
Doc. Description: _____
_____
_____
Signature Date
NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the single event, performance, class, or other non-programmatic public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(500 character count limit)*

The Family Fun and Wellness Day addresses barriers faced by low- to moderate-income families in Honolulu who struggle with access to affordable health, wellness, and cultural resources. Many residents experience health disparities, economic instability, and limited opportunities for family enrichment. This event promotes health education, family bonding, and community cohesion, providing vulnerable populations with resources and services that contribute to their well-being.

1. Why This Grant Activity Was Chosen
The event focuses on breaking down financial and logistical barriers to health and wellness, offering free services like screenings, workshops, and entertainment in a safe, inclusive environment. This approach empowers families and creates sustainable community improvement.

B. Describe the proposed plan

1. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(500 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

1. Measurable Outcomes
The event will directly benefit 200–300 participants, providing health screenings for 100 individuals and wellness workshops for 75+. It aligns with the Grants in Aid Fund priorities by promoting public health, fostering community engagement, and improving the quality of life in underserved areas. Outcomes include increased access to services, improved health awareness, and strengthened community connections

2. Provide an action plan to achieve the stated measurable outcomes. If the single event, performance, class, or other non-programmatic Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(1,000 character count limit)*

•Planning Phase: Collaborate with 20+ community partners to confirm services and activities (2 months).

•Promotional Phase: Launch an outreach campaign targeting low-income neighborhoods via local schools, churches, and community centers (1 month).
•Event Execution: Host the event at a central location with scheduled health screenings, workshops, and family activities. Ensure smooth coordination with partner organizations (1 day).
•Evaluation Phase: Gather participant feedback and track attendance to assess impact and improve future events (2 weeks).

Partner Roles:

- Health Clinics: Provide free screenings and wellness guidance.
- Nonprofits: Deliver workshops on health and financial literacy.
- Local Businesses: Sponsor activities and services, enhancing engagement.

3. Provide a narrative that explains how the budget in Section III and the deliverable schedule in Section IV will achieve the desired outcomes. (*1,000 character count limit)*

The proposed $9,999 budget will cover event logistics, promotional efforts, and essential services to ensure success:
•Venue Rental: $6,550 to secure a location accessible to the target population.
•Equipment Purchases: $1,499 to acquire a computer to be utilized at the event.
•Equipment Rental: $1,800 to provide necessary equipment for presentations and outreach activities.
•Consumable Office Supplies: $150 to cover handouts, signage, and other event setup needs.

C. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no awards from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
	5%

The applicant has received 3-5 awards from the CITY within the last 3 years. The applicant has received 6-9 awards from the CITY within the last 3 years. The applicant has received 10 or more awards from the CITY within the last 3 years.	**3%** **0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: American Rescue Plan Act (ARPA) of 2021
   Grant Period: 10/1/23 Grant Amount: 98,936.00
   Grant Purpose: Childcare
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Human Services

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

5. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

6. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

7. Grant Activity Name & Contract #: _____

D. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Springs of Living Water/ DBA Faith, Hope & Love Childcare & Learning Center
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Comprehensive Community Support Program for Childcare, Nutrition, and Workforce Development

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Established in 1999, Faith, Hope & Love Childcare & Learning Center serves low-income families on Oahu. It provides affordable Christian-Montessori childcare, workforce training, and community nutrition programs. Its mission is to empower families by fostering educational growth, economic stability, and well-being, ensuring opportunities for underserved populations to thrive.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

The grant supports affordable childcare, job training, and food security for vulnerable families. It offers free meals through USDA partnerships, workforce training for seniors and parents, and community hot meal services for the homeless. These programs address urgent needs in education, economic stability, and nutrition, benefiting over 100 low-income individuals annually.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

This activity serves 47 children with developmental childcare, 30+ adults with job readiness programs, and provides over 1,000 hot meals to the community annually. Success is measured through children's school readiness, job placements, and increased food security. Partnerships with USDA, SCSEP, and HCAP ensure comprehensive support and sustainable outcomes for low-income families.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $40,000	☒ District 2 $30,000	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $	☒ District 8 $30,000	☒ District 9 $50,000

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Victoria L. Almosara, President/Executive Director

Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

_____
(Signature)

_____
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that _____(name), _____(title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

_____
(Signature)

_____
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this _____ day of_____, 202__, before me appeared _____, personally known to me, who, being by me duly sworn, did say that he/she is the _____ of _____ and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said _____ acknowledged said instrument to be the free act and deed of said corporation.

_____
Notary Public, State of Hawaii

My Commission expires:_____

Doc. Date:_____ # Pages _____
Name: _____ ____ Circuit
Doc. Description: _____
_____
_____
Signature Date
NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Low-income families in Oahu's Leeward area face significant challenges, including access to affordable childcare, employment barriers, and food insecurity. According to the 2022 ALICE Report, 42% of households in Hawaii struggle to meet basic needs, with single mothers and immigrant families disproportionately affected. A lack of affordable childcare often forces parents to choose between work and caring for their children, perpetuating cycles of poverty.

Faith, Hope & Love addresses these needs through its childcare services, workforce training programs, and nutrition initiatives. Its USDA partnership ensures children receive free breakfast, lunch, and snacks, while its community food pantry serves hot meals to the homeless and families in need. Workforce training programs, in collaboration with HCAP and SCSEP, empower parents and seniors with skills and opportunities to secure employment.

This comprehensive approach aligns with community priorities, as evidenced by demand for childcare slots, long waiting lists for workforce training, and a high turnout at food distribution events. These services provide a critical safety net for families struggling to achieve stability and self-sufficiency.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

The grant will support a multifaceted program encompassing childcare, workforce training, and nutrition services:

•Childcare: Provides Christian-Montessori education to 47 children annually, fostering academic and social development.
•Workforce Training: Offers job readiness programs for parents and seniors, focusing on skill development and employment placement.
•Community Nutrition: Supplies free meals for children through USDA and Hawaii Child Nutrition Programs and hot meals for the homeless.

These activities address critical gaps in education, economic stability, and food security. By targeting low-income families and seniors, the program creates pathways to self-sufficiency and improves quality of life for vulnerable populations.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

•Childcare: 47 children will achieve developmental milestones, including improved social, emotional, and cognitive skills.
•Workforce Training: 30+ adults will complete job training, with at least 25 securing stable employment.
•Nutrition: Over 1,000 meals will be distributed, reducing food insecurity for 100+ families annually.

These outcomes align with Grants in Aid priorities by enhancing family stability, fostering economic growth, and addressing urgent nutritional needs in low-income communities.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

•Quarter 1: Recruit staff, enroll children in childcare, and onboard workforce trainees.
•Quarter 2: Launch job readiness workshops, monitor childcare progress, and expand food distribution efforts.
•Quarter 3: Facilitate internships and job placements; evaluate children's developmental progress.
•Quarter 4: Conduct final evaluations, surveys, and reports to measure impact.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

The proposed budget of $150,000 will cover all funding necessary to complete the planned activities for the proposed period, ensuring the successful implementation of the program's objectives. The funds will be allocated as follows:

1.Direct Salaries/Wages and Fringe Benefits ($65,133):
This portion will support the salaries and benefits of staff directly involved in program activities, including teachers, trainers, and other personnel who deliver services to the target population.

2.Equipment Purchases ($1,499):
Funds will be used to acquire essential tools and equipment needed to support program activities and ensure effective delivery of services.

3.Office Rent and Utilities ($71,000):
This allocation will cover the costs of leasing office space and maintaining essential utilities, such as electricity and water, to support day-to-day operations.

4.Office Utilities (Electricity, Water) ($12,368):
This portion will cover necessary utility costs to maintain the office and ensure that operations are interrupted, supporting the delivery of services effectively.

By strategically allocating the budget, the program will deliver high-quality services, address the needs of the target population, and achieve measurable outcomes. This comprehensive approach ensures efficient use of resources while building sustainability through partnerships and community engagement.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

•Months 1–3: Recruitment and onboarding for all programs.
•Months 4–9: Delivery of childcare, training, and meal services.
•Months 10–12: Outcome evaluation and preparation for the next program cycle.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Faith, Hope & Love has served hundreds of families since 1999, earning recognition like the DHS ARPA Grant for childcare. Its USDA meal program provides consistent nutritional support, while workforce training programs have successfully transitioned dozens of participants into stable jobs.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

The center employs certified teachers, experienced administrators, and skilled trainers. Partnerships with SCSEP, FGP, and HCAP ensure resource availability. Facilities include classrooms, a commercial kitchen, and community spaces for training and meal distribution. These resources position the organization to meet and exceed program goals.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Activities will continue beyond the grant period through partnerships with USDA, SCSEP, and HCAP. Additional funding will be sought from community donors, private grants, and program-generated income.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Faith, Hope & Love has a dedicated team, established partnerships, and a track record of effective fundraising. Its infrastructure, including a commercial kitchen and childcare facilities, supports long-term program delivery and expansion.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: American Rescue Plan Act (ARPA) of 2021
   Grant Period: 10/1/23 Grant Amount: 98,936.00
   Grant Purpose: Childcare
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Human Services

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Proposal 148

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Susannah Wesley Community Center
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	The Neighborhood Junction

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

The Susannah Wesley Community Center (SWCC), established in 1899, serves the Kalihi community with a mission to empower low- to moderate-income individuals and families. SWCC provides essential resources, support services, and educational programs, fostering resilience, self-sufficiency, and a better quality of life through compassionate, community-focused work.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

The Neighborhood Junction fills a critical need for essential resources in Kalihi, providing free items, referrals, and skill-building workshops. By fostering a supportive community, this project aims to empower participants to eventually become volunteers, contributing to and strengthening their own neighborhood, promoting resilience, self-sufficiency, and long-term community sustainability.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The Neighborhood Junction will serve 1,000 low- to moderate-income individuals in Kalihi each year, providing essential items, resource referrals, and educational opportunities. Outcomes include 800 individuals receiving free essentials, 200 accessing resource connections, and 12 workshops, with 75% reporting knowledge gains.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☒ District 6 $75,000

☐ District 4 $	☐ District 5 $	☒ District 6 $75,000
☒ District 7 $75,000	☐ District 8 $	☐ District 9 $
Total Amount Requested (must be $25,000 to $150,000)	$150,000.00	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☒ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

11/15/24

Date

Printed Name and Title: Joni Chun, Executive Director

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Caycie K. G. Wong
(Signature)

Caycie K. G. Wong
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Joni Chun (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Caycie K. G. Wong
(Signature)

Caycie K. G. Wong
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 4th day of October, 2024, before me appeared Caycie K. G. Wong, personally known to me, who, being by me duly sworn, did say that ~~he~~/she is the President of Susannah Wesley Community Center and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said officer acknowledged said instrument to be the free act and deed of said corporation.

DAYLE S. SASAKI-HAMAMOTO NOTARY 03-443 PUBLIC STATE OF HAWAII

Notary Public, State of Hawaii

DAYLE S. SASAKI-HAMAMOTO
Notary Public, State of Hawaii
My commission expires: August 3, 2027

My Commission expires: _____

Doc. Date: undated # Pages: 1
Name: Dayle S. Sasaki-Hamamoto Circuit (First)
Doc. Description: Certificate Of Board Of Directors No Obligations In Arrears
Signature 10/04/2024
Date

NOTARY CERTIFICATION

DAYLE S. SASAKI-HAMAMOTO
Notary Public, State of Hawaii
My commission expires: August 3, 2027

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Understanding the Impact of Economic Hardship and Resource Gaps in the Kalihi Community

Kalihi, a predominantly low- to moderate-income neighborhood, faces significant economic and social challenges. Identified as a high-need area, Kalihi has one of Hawaii's highest poverty rates, housing instability, and limited access to essential services. U.S. Census data shows **over 20% of Kalihi households live below the poverty line**, double the state rate, creating an urgent need for resources to support self-sufficiency.

1. Economic Hardship and Financial Instability

Kalihi residents experience high levels of financial strain, with many households supporting multiple dependents. According to the Hawaii Appleseed Center, Honolulu has one of the highest living costs in the nation, and over 40% of low-income households struggle to meet basic expenses. Community surveys show residents prioritize financial assistance and access to basic supplies.

The Neighborhood Junction will operate a Free Store, offering items like clothing and household goods at no cost, reducing financial strain. SWCC's past distribution of **5,000+ items** and **Emergency Food Assistance Program** highlight the ongoing need for essential resources.

2. Housing Instability and Limited Affordable Housing

Kalihi faces a shortage of affordable housing, exacerbated by rising rents. During COVID-19, SWCC helped **800+ households** secure over **$6.1 million** in rental assistance, yet demand far exceeded resources. SWCC also assisted **400 households** in applying for City Section 8 housing, underscoring the need for affordable options.

Without dedicated staffing, SWCC has only offered resource connections through temporary funding and staff, leaving unmet community demand. The Neighborhood Junction will provide consistent resource navigation and referrals, connecting residents with rental assistance, housing programs, and legal aid.

3. Unemployment and Job Insecurity

Kalihi residents face high levels of job insecurity, with many working in low-wage, unstable jobs. Early in the pandemic, SWCC helped **100 individuals** with unemployment applications, securing critical relief.

The Neighborhood Junction will offer workshops on that meet residents where they are (learning levels and development interests) build their skills and resilience.

4. Health and Mental Wellness Gaps

Kalihi's residents face mental health service gaps, with elevated health disparities reported by the Hawaii Department of Health. High stress from poverty, job insecurity, and housing instability has made mental health resources a top priority.

SWCC's partnerships with Ke Ola Mamo, Project Vision, and Pacific Survivor Center have provided valuable wellness opportunities, but there remains a need for more accessible resources. The Neighborhood Junction will build on these partnerships to offer regular wellness workshops, including Mental Health First Aid, to help residents manage stress and improve well-being.

5. Community Priority and Stakeholder Support

Addressing these challenges is a priority for local stakeholders. The Hawaii Department of Health designates Kalihi as high-need, with elevated poverty, health disparities, and unemployment.

The Junction has strong support from local organizations and churches, who will help ensure it remains equipped to meet Kalihi's needs. SWCC's established relationships position the Junction as a responsive resource for residents.

Data on Kalihi's poverty rates, housing instability, unemployment, and health gaps underscore the need for The Neighborhood Junction. Designed to address these issues, the Junction will provide essential resources, workshops, and a support network, empowering residents toward self-sufficiency. SWCC aims to reduce barriers, fostering resilience, stability, and improved quality of life for Kalihi residents.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

The Neighborhood Junction is a gathering place at the Susannah Wesley Community Center in Kalihi, offering residents access to essential resources, support services, and skill-building workshops for advancement and wellness. This project has three core elements: (1) a **Free Store**, (2) **Resource Connections**, and (3) **Workshops and Activities**.

A **Volunteer Engagement Coordinator** is central to this project, recruiting, training, and managing community volunteers. This position creates a sustainable volunteer culture, encouraging service recipients to eventually transition into volunteer roles, promoting a cycle of community engagement and empowerment. The Neighborhood Junction addresses both immediate needs and long-term self-sufficiency, addressing issues like economic hardship, social isolation, and limited access to resources.

Rationale for Grant Activity - Kalihi has many families and individuals facing financial challenges, social isolation, and barriers to essential services. A recent survey shows over 25% of households in this area struggle with financial stability, and mental health

concerns are rising, compounded by limited support. Residents need a safe, accessible environment to gather, receive help, and gain skills for a more stable future.

The Neighborhood Junction directly addresses these needs by creating an inclusive, community-centered space. Unlike traditional programs, it offers a welcoming, informal setting that fosters connection, empowering individuals to seek assistance, build skills, and reduce isolation.

The **Free Store** meets immediate needs by providing essential items such as gently used/new clothing and household items at no cost, serving as an entry point to other services. Through Resource **Connections**, trained staff and volunteers guide individuals to critical resources like SNAP benefits, reducing barriers to self-sufficiency.

Workshops and Activities teach skills essential for family stability, strengthening, and overall health & wellness. By holding workshops within the community, The Neighborhood Junction makes these essential skills accessible and empowers individuals to improve their quality of life.

Addressing the Community's Problem/Need Effectively - The Neighborhood Junction combines immediate support with skill-building for long-term resilience. The Volunteer Engagement Coordinator is vital to this model, building a volunteer base that sustains the Free Store and resource services, and helping recipients transition to volunteer roles, fostering a culture of mutual aid.

By meeting people where they are, offering resources, and building skills, The Neighborhood Junction provides a comprehensive, sustainable approach to resilience in Kalihi. This model supports individuals and families while fostering a connected, empowered community that uplifts one another.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The Neighborhood Junction: Enhancing Quality of Life in Kalihi

The Neighborhood Junction supports quality-of-life improvements for low- to moderate-income residents in Kalihi. By providing essential resources, connecting individuals to support services, and offering skill-building workshops, the Junction empowers community members to build stability, resilience, & social connections. This model aligns directly with the Grants in Aid Fund's goals of fostering economic stability, social equity, & community wellness.

Measurable Outcomes

1. **Access to Essential Material Resources**

- **Outcome:** At least 800 individuals receive free essential items, reducing financial strain.
- **Measurement:** Monthly tracking of individuals served and items distributed.

2. **Improved Access to Support Services**
   - **Outcome:** 200 individuals connected to resources like public benefits, health plan enrollment, & rental assistance.
   - **Measurement:** Referral documentation, follow-ups, & service usage analysis to assess impact.
3. **Skill-Building, Social Connection & Wellness Activities**
   - **Outcome:** 24 workshops, with 75% of participants reporting increased knowledge or social engagement.
   - **Measurement:** Facilitator observations, satisfaction surveys, and participation tracking to assess knowledge gains and engagement.
4. **Fostering Community through Volunteerism**
   - **Outcome:** 50 volunteers engaged, with 10% transitioning from service recipients to volunteers.
   - **Measurement:** Tracking volunteer hours, retention, and transition rates to measure community engagement and empowerment.

Alignment with Grant Priorities

The Neighborhood Junction aligns with the Grants in Aid Fund's goals of economic stability, social equity, and community wellness.

- **Economic Stability through Essential Resources:** The Free Store provides basic items at no cost, helping families reduce financial strain on essentials and allowing them to direct funds toward other needs.
- **Social Equity & Accessible Support:** The Junction creates an inclusive space where residents can access essential services like public benefits and housing assistance, improving financial stability.
- **Empowerment through Connection and Resilience:** Workshops and activities build social connections and resilience by focusing on communication, coping skills, problem-solving, and mental health wellness. These programs equip participants with skills for personal growth and well-being.
- **Building Community Empowerment:** Supported by a Volunteer Engagement Coordinator, the Junction fosters a volunteer-driven model, encouraging service recipients to transition into volunteer roles, fostering a sustainable and supportive community.

Direct Benefits to Target Population

The Neighborhood Junction serves low- to moderate-income families and individuals in Kalihi. The Free Store meets immediate needs, while Resource Connections provide pathways to

stability. Workshops impart critical skills in financial stability, mental health, & personal growth, equipping participants for long-term success.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Action Plan to Achieve Measurable Outcomes for The Neighborhood Junction

1. Access to Essential Resources (Free Store)

- **Goal:** Provide essential items to 800 individuals.
- **Actions:**
  - **Monthly Tracking:** Log individuals served and items distributed.
  - **Qtrly Outreach Events:** Partner with businesses for donation drives.
  - **Milestones:** Serve 200 individuals quarterly.
  - **Measures:** Track monthly data on service numbers.

2. Improved Access to Support Services (Resource Connections)

- **Goal:** Facilitate 200 connections/referrals.
- **Actions:**
  - **Monthly Training for Staff and Volunteers:** Build knowledge of resources.
  - **Quarterly On-Site Events:** Feature partner agencies to inform residents.
  - **Milestones:** Achieve 50 referrals each quarter.
  - **Measures:** Record referral numbers and types; conduct follow-ups with clients and compile quarterly reports.

3. Skill-Building, Social Connection & Wellness Activities

- **Goal:** Offer 24 activities, with 75% of participants reporting increased knowledge or social engagement.
- **Actions:**
  - **Hire Volunteer Engagement Coordinator** by October 31st
  - **Quarterly Workshop Schedule:** Plan and publicize workshops.
  - **Facilitator Observations/Individual Discussions/Satisfaction Surveys:** Measure participant knowledge improvement and social connectedness.
  - **Milestones:** Host 6 workshops/activities quarterly
  - **Measures:** Track attendance, observation and survey results

4. Community Empowerment through Volunteerism

- **Goal:** Recruit 50 volunteers, with 10% transitioning from recipients to volunteers.
- **Actions:**

- **Quarterly Recruitment Events:** Engage residents, including former service recipients.
- **Monthly Training:** Prepare volunteers for roles in the Free Store, workshops, and resource support.
- **Recognition Events (Semi-Annual):** Retain volunteers through acknowledgment.
- **Milestones:** Onboard 12 volunteers quarterly, transitioning 5 recipients to volunteers annually.
- **Measures:** Track volunteer sign-ups, hours served, and retention rates, with a focus on recipient-to-volunteer transitions.

Key Partnerships

- **Local Nonprofits and Service Providers:** Provide direct referrals for housing, employment, and food support, aiding Resource Connections outcomes.
- **Businesses and Community Donors:** Contribute inventory to the Free Store, ensuring a steady supply of essential items.

Timeline and Performance Measures

- **Quarterly Reviews:** Evaluate progress and adjust strategies to stay on target.
- **Monthly Reporting:** Record data on individuals served, referrals, workshop attendance, and volunteer engagement.
- **Annual Impact Report:** Summarize outcomes achieved and overall impact on the community.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The Neighborhood Junction's success relies on a focused staffing model and essential operating support. Direct service personnel costs, totaling **$109,457** (73% of the budget), are crucial for community engagement, resource connections, and volunteer coordination.

Personnel

- **Volunteer Engagement Coordinator (.80 FTE):** This role is vital for creating and sustaining a volunteer-driven model, recruiting, training, and retaining community volunteers, especially former recipients. This position fosters community empowerment and ensures ongoing support for The Neighborhood Junction.
- **Community Case Manager/Educator (.60 FTE):** Responsible for direct case management and educational services, this role connects participants to resources, referrals, and skill-building workshops, supporting stability and self-sufficiency.
- **Administrative Support:** With a combined total of **$18,274** (12% of the budget), the Grants Administrative Officer and HR/Accounting Associate oversee compliance, risk management, and fiscal processes, ensuring efficient operations and accountability.

Operating Expenses

Operating expenses provide critical infrastructure for a functional, welcoming program space:

- **Professional & Contractual Services ($9,045):** Covers essential services for payroll, accounting, auditing, and HR, ensuring compliance and allowing staff to focus on service delivery.
- **Utilities ($3,898):** Maintains a safe and functional space for participants and volunteers.
- **Office/Facility Repair and Maintenance ($4,115):** Supports upkeep of the program site, ensuring a comfortable environment for community members.
- **Consumable Office/Facility Supplies ($458):** Necessary for daily operations and participant support.
- **Equipment Rental (Copier) ($317):** Essential for program administration and document management.
- **Program Activity Supplies ($650):** Provides materials for workshops and activities that promote social connections, skill-building, and resilience.
- **Telecommunications ($888):** Enables communication with participants, volunteers, and partners, critical for outreach and coordination.
- **Insurance ($2,898):** Provides property, liability, auto, and cyber insurance, protecting assets and ensuring participant safety.

Alignment with Program Outcomes

This budget supports The Neighborhood Junction's measurable outcomes: distributing essential resources, connecting individuals to services, and engaging volunteers. With dedicated staffing and targeted resources, The Neighborhood Junction can deliver crucial services to Kalihi's low- to moderate-income residents, fostering stability, resilience, and long-term community engagement.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

The Neighborhood Junction: Proposed Timeline for Deliverables by End of Grant Period

SWCC proposes to deliver the following impact by the end of the grant period through The Neighborhood Junction:

1. **800 unduplicated individuals receiving essential items**
    - To achieve this deliverable, essential item distribution will begin in October 2025, with 66 individuals per month receiving items through January 2026.
    - From February to September 2026, the monthly distribution will increase to 67 individuals, reaching the target of 800 unduplicated individuals by the end of the grant period.
2. **200 unduplicated individuals connected to resources and support services**

- To achieve this deliverable, resource connection efforts will begin in October 2025, connecting 10 individuals per month to essential services (e.g., public benefits, health plan enrollment, rental assistance) through January 2026.
- From February to September 2026, the monthly connections will increase to 20 individuals, resulting in 200 unduplicated individuals connected to resources by the end of the grant period.

3. **24 workshops conducted to enhance skill-building, social connections, and wellness**
   - To achieve this deliverable, workshops will commence in October 2025, with 2 workshops offered per month on topics such as financial literacy, mental health wellness, and resilience.
   - Consistent delivery of 2 workshops each month will culminate in a total of 24 workshops by September 2026, promoting ongoing skill-building and social engagement among participants.
4. **50 new volunteers engaged, with 5 service recipients transitioning to volunteer roles**
   - To achieve this deliverable, volunteer recruitment and engagement will start in October 2025, with 2 new volunteers joining each month.
   - Increased recruitment in November 2025 and July 2026 will engage 15 new volunteers each month, bringing additional support during high-activity periods.
   - Recipient-to-volunteer transitions are projected with 2 recipients becoming volunteers in March 2026 and 3 in July 2026, fulfilling the goal of empowering former recipients to take on active volunteer roles.
5. **120 duplicated participant engagements in skill-building and wellness activities**
   - To achieve this deliverable, approximately 10 participants will attend workshops or activities each month, promoting skill-building and social connectedness.
   - This figure reflects cumulative, duplicated engagements, totaling 120 participant engagements by September 2026.

This timeline offers a structured, phased approach, ensuring that The Neighborhood Junction meets its annual targets and sustains impact through consistent service, resource connections, workshops, and volunteer engagement.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

SWCC has a strong history of providing essential resources, support, and educational programs to low- and moderate-income residents in Kalihi. This aligns with The

Neighborhood Junction's goals and demonstrates our ability to achieve the proposed outcomes.

1. Access to Essential Resources

SWCC has consistently provided essential items to relieve financial stress:

- **Emergency Food Program:** Serving 800 households monthly for over 50 years, addressing food insecurity.
- **Clothing and Household Items:** Distributed over 5,000 items last year to meet immediate family needs.
- **Diaper Distribution:** 30,000 diapers annually, supporting 255 families with young children.

These services highlight SWCC's experience in resource distribution, supporting The Neighborhood Junction's Free Store goal of providing essential items to alleviate financial burdens.

2. Resource Connections and Support Services

SWCC connects clients to critical services, assisting with applications for housing, financial aid, and employment:

- **Rental Assistance:** Helped 800+ households secure over $6.1 million during the pandemic, supporting housing stability.
- **Section 8 Applications:** Assisted 400 households in applying for affordable housing.
- **Unemployment Benefits:** Supported 100 individuals with unemployment applications at the pandemic's onset.

These efforts demonstrate SWCC's strength in high-impact assistance, aligning with The Neighborhood Junction's Resource Connections goal of improving access to services for community members.

3. Skill-Building, Social Connections & Wellness Activities/Workshops

SWCC provides workshops and activities that foster social connections, build resilience, and enhance well-being:

- **Parenting Wisely:** Enhances parenting skills and family communication.
- **WhyTry:** Teaches youth social-emotional skills for resilience.
- **Mental Health First Aid:** Equips community members to address mental health needs.
- **Kupuna Corner:** Engages seniors in activities that promote socialization, continual learning, and wellness, including crafts, tai chi, and Zumba.

These programs help build individual skills while fostering social bonds within the community.

Capacity and Community Trust

SWCC's long-standing presence and reliable services have built deep community trust. We utilize Social Solutions and Neighborhood Insights to track services, outcomes, and referrals, ensuring precise reporting and impact assessment. With a dedicated team, proven programs, and robust infrastructure, SWCC is well-equipped to achieve The Neighborhood Junction's goals.

Summary - SWCC's history in resource distribution, support services, and educational programs demonstrates our readiness to achieve The Neighborhood Junction's outcomes. Our experience, data systems, and strong partnerships enable us to deliver essential resources, connect clients to services, and offer life-enhancing skills to Kalihi's low- to moderate-income residents.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

The executive and senior leadership of SWCC are committed to ensuring the organization's capacity to sustain and expand services for youth and families in Kalihi. With a skilled team, advanced data management systems, and robust community partnerships, SWCC is well-prepared to achieve the proposed outcomes for **The Neighborhood Junction**.

Joni N. Chun, Executive Director - With over 25 years in non-profit leadership, Chun specializes in fiscal planning, quality assurance, and performance management. She leads SWCC's fund diversification efforts, building relationships with key stakeholders such as the Kalihi Business Association, Hawaii Community Foundation, and local churches. Chun's expertise ensures SWCC's sustainability, directly supporting the Neighborhood Junction's goals.

Koreen Garcia, Community, Youth & Family Services Director - Garcia brings 20 years of experience in family therapy, crisis intervention, and program management. As Director, she oversees The Neighborhood Junction and all SWCC community services. Garcia's clinical background and expertise in government-funded programs enhance SWCC's capacity to deliver client-centered support aligned with SWCC's mission to foster resilience in Kalihi.

Toni Higdon, Grant Administrative Officer and HR Lead - Higdon, with over 20 years in grant management and a professional HR credential, leads quality assurance and HR oversight at SWCC. She ensures compliance, high standards in client services, and effective grant implementation. Her role in HR strengthens SWCC's organizational capacity, enhancing support for the Neighborhood Junction's volunteer-driven model.

Organizational Resources and Technology - SWCC uses **Social Solutions and Neighborhood Insights** data management systems to track client services, referrals, and outcomes. These tools provide precise tracking and reporting, enabling SWCC to monitor The Neighborhood Junction's progress toward measurable goals, assess impact, and adjust services as needed.To streamline volunteer engagement, SWCC will implement **Bloomerang's Volunteer Management System** for efficient recruitment, scheduling, and tracking. This system supports SWCC's volunteer-driven approach by managing volunteer

hours and tracking the transition of service recipients to volunteer roles, ensuring accurate reporting of volunteer contributions.

Facilities and Stakeholder Support - SWCC operates a multi-functional facility in Kalihi, ideal for workshops, client meetings, and the Free Store. This facility supports diverse activities within The Neighborhood Junction, providing a welcoming, accessible space for community members. Additionally, SWCC's Board of Directors and its network of United Methodist Churches provide strategic support, volunteer resources, and donations, amplifying SWCC's outreach and impact in the community.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

The Neighborhood Junction's long-term sustainability relies on building a dedicated base of community volunteers. SWCC's Volunteer Engagement Coordinator will recruit, train, and retain volunteers, especially those who have previously benefited from our services. This approach fosters local ownership, reduces staffing costs, and creates a sustainable cycle of support, empowering community members to play an active role in the Junction's success. To further sustain the Junction, we have identified two critical areas: diversified funding and strategic partnerships, as well as community-building social enterprises.

1. **Diversified Funding and Strategic Partnerships**
   SWCC will pursue funding from private foundations, individual donors, and multi-year grants to ensure financial stability. We aim to secure marquee corporate sponsorships from local businesses, preschools, and churches to provide a steady supply of goods for the Free Store. These partnerships will ensure essential resources continue flowing to those in need, while offsetting operational costs.

2. **Community-Building Social Enterprises**
   To generate additional revenue and establish a welcoming "third space" for the community, SWCC will explore low-cost social enterprises, such as a coffee cart or snack shop. These enterprises will not only bring residents together but also promote wellness and social connections. A café or snack shop would provide job training opportunities and generate income to support free programs at The Neighborhood Junction. Profits from these ventures, along with revenue from potential community events or workshops, will contribute to the Junction's sustainability.

With a strong volunteer base, diversified funding, strategic partnerships, and community-focused social enterprises, SWCC is committed to maintaining The Neighborhood Junction as a vital resource for Kalihi's low- to moderate-income residents well into the future.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

SWCC's Capacity and Resources to Sustain The Neighborhood Junction

SWCC is well-positioned to sustain The Neighborhood Junction beyond the grant period, leveraging strong community ties, dedicated staff, and a diverse funding strategy. Our experienced team includes a Volunteer Engagement Coordinator who will continue to build a steady base of community volunteers, promoting a model of mutual support. Additionally, our

Community Case Manager/Educator will focus on empowering participants with skills and connections that foster long-term self-sufficiency.

Financially, SWCC maintains a multi-faceted funding approach, securing support from local foundations, corporate sponsorships, and private donors. We are actively exploring marquis corporate sponsorships and partnerships with community organizations to ensure a reliable flow of essential items and program resources. Our partnerships with local businesses, schools, and faith groups will help generate in-kind donations, minimizing costs and building sustainable support channels.

To further enhance sustainability, we are exploring low-cost social enterprise opportunities, such as a small café or snack cart, which would serve as both a revenue stream and a community gathering space, aligning with our "third space" vision.

Operationally, SWCC utilizes data management tools like Social Solutions and Neighborhood Insights to track program impact and measure success. This infrastructure supports data-informed decision-making, ensuring efficient resource use and program adjustments over time.

With a proven track record in sustaining impactful programs, robust community networks, and a strategic funding plan, SWCC is fully equipped to carry The Neighborhood Junction's mission forward, creating lasting benefits for Kalihi's residents.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: CT-DCS-2300055
   Grant Period: 10/1/22-9/30/23 Grant Amount: $200,000
   Grant Purpose: Assist families to secure food, housing, employment and public benefits and assist children who are at-risk of failing grade advancement with intensive educational supporitve services
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #: CT-DCS-24-00061
   Grant Period: 10/1/23-1/31/25 Grant Amount: $200,000
   Grant Purpose: Family stabilization, strengthening & educational advancement services
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

<u>If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.</u>

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Our proposal advances an Age-Friendly Honolulu Project by transforming The Neighborhood Junction into a "third space" where Kupuna feel welcomed, connected, and valued. Many seniors in our community, initially drawn to our emergency food assistance program, are now engaging with others through new pilot activities like crafts, card making, Zumba, tai chi, and meditation. These offerings help foster deeper connections among Kupuna, creating a sense of belonging that extends beyond their primary social and family circles.

At The Neighborhood Junction, our goal is to provide Kupuna with a safe, inclusive environment where they can invest their time and talents—whether through volunteer roles, mentorship, or simply offering a supportive presence to others in need. By nurturing this third space, we are not only enhancing their quality of life but also strengthening the overall community fabric.

To meet Age-Friendly Honolulu's reporting requirements, SWCC leverages data management tools like Social Solutions and Neighborhood Insights to track program participation, volunteer

hours, and individual engagement. Our systems allow us to accurately monitor and report on the involvement of Kupuna in various activities, demographic data, and program outcomes, ensuring transparent and timely reporting in line with Age-Friendly Honolulu standards.

Proposal 149

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Teach For America, Inc.
B. Is Grantee a Fiscal Sponsor?	☐ Yes x No
C. Grant Activity Name:	Teacher Recruitment and Professional Development

D. Briefly describe the Grantee's background, history (including year established), and mission. ***(400 character count limit)***

Teach For America (TFA) finds, develops, and supports a diverse network of leaders to expand educational opportunities for all children, especially those in under-served and rural areas. Nationally, we were founded in 1990; we were established on O'ahu in 2006. Our teachers become highly-rated educators who inspire students to see themselves as leaders, now and in the future.

E. Briefly describe the Grant Activity and public need being filled. ***(400 character count limit)***

Equitable access to education is a primary factor in breaking the cycle of poverty. Our program works to improve the educational landscape in communities facing systemic inequities due to high poverty. Grant activities will directly address the public need for teacher recruitment, certification, and professional development to grow the pipeline of education leaders in our highest-need communities.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. ***(400 character count limit)***

In the 2026-27 school year (SY26-27), our network will impact 10,000+ students on O'ahu. Outcomes and measures of success include: 1) recruit at least 50 new teachers through at least 56 recruitment events and meetings, and 2) support educator development with at least 36 high-quality development opportunities, in addition to coursework in our nationally accredited teacher certification program.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

x District 1 $ 97,500	x District 2 $ 15,000	District 3 $
☐ District 4 $	☐ District 5 $	District 6 $

x District 7 $ 15,000	District 8 $	x District 9 $ 22,500
Total Amount Requested (must be $25,000 to $150,000)	$ 150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	x B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title:

11/18/24

Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Ashanta Evans Blackwell
(Signature)

Ashanta Evans Blackwell
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Ashanta Evans Blackwell (name), Secretary (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Ashanta Evans Blackwell
(Signature)

Ashanta Evans Blackwell
(Print name)

STATE OF ~~HAWAII~~ Tennessee)
CITY AND COUNTY ~~OF HONOLULU~~ Shelby)

On this 11th day of November, 2024, before me appeared Ashanta Evans Blackwell, personally known to me, who, being by me duly sworn, did say that he/she is the Secretary of Teach for America, Inc. and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said secretary acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of ~~Hawaii~~ Tennessee

My Commission expires: Sept. 23, 2026

Doc. Date: 11/11/2024 # Pages 1
Name: Cedric Davis Circuit
Doc. Description: Attestation for Board Authorization

11-11-2024
Signature Date

NOTARY CERTIFICATION

CEDRIC DAVIS
STATE OF TENNESSEE NOTARY PUBLIC
COUNTY OF SHELBY
MY COMM. EXP. SEPT. 23, 2026

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Hawai'i's public school students continue to recover from COVID-19 pandemic impacts on learning.

The Hawai'i Department of Education's (HIDOE) 2023-2024 Strive HI Statewide Snapshot showed no improvements in reading and math proficiency from school year 2022-2023 to school year 2023-2024. In both school years, 52% of all students achieved proficiency in reading (compared to 54% pre-pandemic) and 40% of all students achieved proficiency in math (compared to 43% pre-pandemic). Furthermore, achievement gaps (the difference in proficiency rates between Non-High Needs and High Needs students) have remained at 34% in reading and 29% in math for the past two school years. The state defines high-needs students as those who are English learners, economically disadvantaged or receiving special education services. Given our mission and commitment to education equity, these are the students who make up the majority of the 10,000+ that our Corps Members and Alumni (CM/A) teach in O'ahu public schools – many of these students were the most disproportionately affected by the pandemic.

Our CM/A primarily serve in Title 1 schools across O'ahu, where in select schools, the percentage of free and reduced price lunch (FRPL) eligible students is nearly 100%. In April 2023 the "ALICE (Asset Limited, Income Constrained, Employed) COVID and Financial Hardship" report was released, confirming what we know from partners, teachers, school leaders and students – our communities continue to struggle under financial burdens and stressors with 44% of households below the ALICE threshold (29% were ALICE and 15% were below the Federal Poverty Level). For Native Hawaiians and Pacific Islanders, who remain among the most economically disadvantaged families in the communities we serve, 57% of households fall below the ALICE threshold. Achievement gaps stubbornly persist for historically underserved and marginalized communities. For example, when looking at English Language Arts proficiency by ethnicity, Native Hawaiian and Pacific Islander students, which make up a large portion of the students we serve, were reported to have the lowest proficiency percentage of all the ethnic groups.

Equitable access to education remains one of the primary factors in breaking the cycles of poverty. Chronic poor performance in school can lead to student disengagement in education, ultimately resulting in dropping out of school entirely, which severely limits meaningful choice in career paths and self-actualization for both the individual and the community.

TFA Hawai'i's programs work to positively improve the educational landscape in Hawai'i, especially in communities facing systemic inequities due to high poverty rates. We remain committed to providing students with teachers who will not only help close academic gaps

and prepare them for college and career success, but who will also inspire them to see themselves as leaders in our community, now and in the future.

As shared by a Civil Beat article in recent months, recruiting and retaining qualified teachers has been a long-term challenge for Hawai'i with our high cost of living, which was further exacerbated by the pandemic when a record number of Hawai'i teachers left the classroom. While, this year, the HIDOE reported the lowest number of teacher vacancies that the state has seen since 2019, it was also noted that schools may experience a large surge in retirements among teachers and school administrators in the coming years (Tagami, 2024). Given the continued teacher shortage coupled with anticipated retirements and turnover of school leadership, there remains a clear need for diverse options to attract, train, and develop qualified teachers and educational leaders in Hawai'i.

TFA Hawai'i offers an Alternative Route to Certification (ARC) Program providing recruitment and professional development services to strengthen the pipeline of teachers and education leaders in high-need, low-income, rural communities here in Hawai'i. Our ARC program develops and sharpens the skills and mindsets necessary for our teachers to prepare students for education and career success. Each year we offer intensive pre-service training, on-going teacher support, targeted coaching and mentoring, and culturally responsive programming to root and ground our teachers in Hawai'i and Hawaiian culture. As a result, our TFA Corps Members become highly-rated educators who empower their students.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

In pursuit of Teach For America's (TFA) vision that "One Day, all children will have the opportunity to attain an excellent education," our grant activities will include recruiting and supporting educators and advocates for Hawai'i's public schools. This aligns with our organization's mission to find, develop and support a diverse network of leaders expanding opportunity for children in classrooms, schools, and every sector and field that shapes the broader systems in which schools operate.

Extensive research shows that effective teaching is the most significant factor influencing student learning. Multi-year teacher shortages coupled with disparities exacerbated by the pandemic have hampered students' access to high-quality education, especially for those from lower socio-economic backgrounds. To address this issue, our nationally accredited ARC program aims to supply high-need schools with passionate, dedicated, and student-centered educators.

Since our founding in 2006, our diverse network of leaders have worked to deliver equitable and excellent education here in Hawai'i - that supports all students in meeting academic milestones, while celebrating their cultures, fostering social and emotional well-being, and preparing them with the skills to compete in a 21st century global society.

Our grant activities emphasize recruiting new teachers, especially those who have been directly impacted by educational inequity themselves, and offering continuous professional development. These two elements continue to be vital to the success of our program, consistently driving improvements in student achievement and enhancing their access to college and career opportunities.

Our recruitment efforts will include the following:

- Direct outreach and recruitment of local college and professional candidates through both virtual and in-person individual or group meetings.
- Delivering classroom presentations at local colleges.
- Attending career fairs at local colleges, community venues, and high schools for early engagement opportunities.
- Coordinating in-person recruitment events at strategic points in the year.
- Engaging and stewarding prospective local candidates through the application and interview process to strengthen their candidacy. Once admitted to TFA, we will provide support for navigating the HIDOE hiring process.

We will offer professional development learning opportunities to support our CMs in advancing students' growth and continue cultivating the long-term leadership of our CM/A. This professional development is both inclusive of, and in addition to, our ARC programming in which our CMs learn – as part of the work on their path to licensure – to implement best practices that help them to be effective with their students. Learning opportunities will be offered virtually and in-person, and will be led by TFA staff and our community partners. Topics will vary and will be responsive to the needs of our CM/A.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

In the 2026-27 school year (SY 26-27), our network of TFA Hawai'i CM/A will impact over 10,000 students in O'ahu's highest need public schools.

Teacher Recruitment
Outcome 1: 50 new teachers (CMs) will accept offers to join TFA Hawai'i and start teaching at HIDOE public schools for SY 26-27.

Outcome 2: 56 local recruitment, confirmation and matriculation events and one-to-one engagements hosted focused on securing our next cohort of teachers for SY 26-27.

GIA Alignment re: supporting low income communities: Our educators are frequently assigned to the most challenging subject areas and the most underserved schools on O'ahu. These two recruitment metrics concentrate on identifying quality candidates and promising leaders who will commit to teach in our low-income communities. TFA seeks exceptional and diverse leaders at the beginning of their careers, who have shown a commitment to the values and leadership essential for increasing opportunities and access for all children, both in and out of the classroom. Without our program, many students in our communities would be taught by long-term substitute teachers, many of whom do not possess a college degree. Numerous factors influence a student's academic performance, but research indicates that teachers are the most significant among school-related elements. In terms of student outcomes on reading and math assessments, teachers are estimated to have an impact two to three times greater than any other school-related factor, including resources, facilities, and even leadership.

Furthermore, TFA aims to fuel a talent pipeline that most closely reflects the demographics of keiki attending our public schools. TFA Hawai'i has thus consistently prioritized recruiting kama'āina and Native Hawaiian/Pacific Islander applicants. Our goal for Outcome 2 encompasses both our traditional recruitment efforts targeting college seniors and professionals to join our program and teach within the Hawai'i Department of Education, as well as our early outreach to high school students and college underclassmen. These efforts aim to build a strong pipeline of applicants for future years.

Professional Development:
Outcome 1: 36 high-quality professional development opportunities provided (in addition to coursework in our nationally accredited teacher certification program).

GIA Alignment re: supporting low income communities: Offering tailored programming and development opportunities for our teachers is crucial in empowering them to build their leadership and skills. This, in turn, enables them to meet their students' needs more effectively, fosters improved outcomes, and ultimately expands access to greater

opportunities. Research conducted by TFA has shown that through our programming, our CMs develop a deepened understanding of systemic injustice and are then more likely to be involved in social change, policy, and advocacy as alumni.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Teacher Recruitment (Metric 1 and 2)
Our first two metrics are aligned with our annual goal to increase the number of teachers joining our program to teach in Hawai'i, as outlined above as regards to activities.

We rely on strategies deployed by our local TFA Hawai'i staff with support from our national organization's Recruitment Team. We partner closely with TFA's Native Recruitment team who help us with sourcing potential prospects who identify as Native Hawaiian/Pacific Islander and who are attending colleges on the U.S. continent. We provide our national recruiters with information about our region to support their efforts in encouraging kama'āina and Native Hawaiian/Pacific Islander students on the continent to come home, teach and serve their community. Locally, we also hire college students at University of Hawai'i campuses to serve as TFA Campus Ambassadors. These students assist in identifying and securing opportunities to promote TFA to their peers through campus clubs, classroom presentations, one-on-one meetings, and various social media channels.

Professional Development (Metric 3)
Our third metric focuses on developing the skills of our CMs so that they may lead rigorous, relevant and inclusive classrooms. As part of our ARC program, our first year CMs receive intensive summer training teaching summer school in four O'ahu public schools to help them build relationships with and in the communities in which they may serve while also grounding in Hawaiian values and culture. Our Summer Training staff develops these experiences in partnership with HIDOE, school faculty & staff, 'āina partners, and the community.

Throughout the summer and school year, we collaborate with local community partners to provide 'āina-based experiences to further ground CMs in Hawai'i's unique history, context and culture. These experiences help to support their learning in culturally responsive teaching, practice honoring host culture, and develop locally rooted leaders who embody the values and mindsets of Hawai`i.

We also hire part-time Content Specialists to facilitate content-based learning communities that ensure our CMs have access to uniquely tailored resources for their content areas. Content Specialists provide in-person and virtual, content-specific mentoring in both small-group and one-on-one settings. They are also responsible for the planning and execution of group and individual coaching sessions that develop CM knowledge of content pedagogy and skill in rigorous planning and responsive instruction in their content area.

Ongoing professional development is offered to our CMs as well as our alumni that continues to build their leadership and ability to impact long-term systems change. These leadership development opportunities may include for example, bringing alumni in school leadership roles together with CMs and other alumni as an opportunity for inspiration, connection and learning about the school leadership pathway.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

Our grant application includes a budget request for $150,000, which if awarded will be used to support a portion of salaries and fringe benefits for our Executive Director and four of our full-time direct service staff members, along with funds to cover a portion of our rent for our Honolulu office. This funding will directly support the implementation of our recruitment, confirmation, matriculation, and professional development activities outlined above, and will ultimately allow us to impact more than 10,000 low-income children in our highest need schools across the island of O'ahu.

On an annual basis, our most significant operating costs are our personnel expenses. Our largest non-personnel expense is rent for our offices in Honolulu. Accordingly, we request support for a portion of these costs as they are integral to our work and essential to our ability to meet and or exceed our planned outcomes.

Administrative Salaries and Fringe Benefits: For 17 years, our Executive Director, Jill Baldemor, has led the work of our Hawai'i region. She is the overall lead for our program and maintains many important relationships with key personnel at the HIDOE. Internally, she coaches, supports, and leads our regional staff team of 19. As she is deeply integral to our work and our ability to achieve our outcomes, we have apportioned $25,000 of her salary and fringe benefits to this request.

Direct Salaries and Fringe Benefits: This line item of $100,000 covers part of the salaries and fringe benefits for four full-time staff members who deliver direct services for our programming as outlined in the grant proposal. These roles include: our Managing Director, Regional Team Initiatives, two Directors, Regional Team Initiatives, and one Manager, Regional Team Initiatives. These staff members are directly responsible and accountable for the recruitment, offer confirmation, and matriculation of teachers who serve in O'ahu's highest need schools. They also schedule, plan, and coordinate many of our monthly professional development opportunities for our CM/A.

Office Rent: As noted above, this is our second largest expense category, and is integral and essential to our work as it provides office space for administrative and recruitment and program staff who are able to convene to plan activities throughout the year. We also utilize this space for smaller recruitment and professional development opportunities, board meetings, full regional meetings, and it is the home base for our O'ahu based Hawai'i Regional Team staff. Accordingly, we have apportioned $25,000 of rental costs to this request.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Teacher Recruitment Timeline (Metrics 1 & 2)
To meet and exceed our goal of recruiting 50 new teachers who join our program in May, we plan to hold at least 56 recruitment, confirmation and matriculation events and 1:1 engagements, ~6/month Oct - May, and ~4 each in Sept and Oct. This tracks with our activities at the enterprise level: There are four application windows throughout the fiscal year: Oct, Nov, Feb, and March. The process and steps for application are identical at each window: apply by deadline, invitation to interview, virtual interview (all interviews are now conducted virtually via Zoom), admissions decision, regional assignment, offer confirmation (accepting or declining), and on-boarding.

To ensure strong applicants at each window, our team is engaged throughout the year, August to May: 1) building the pool of applicants at campus recruiting events, and 1:1 meetings; and 2) proactively seeking to support applicants as they prepare for their interviews, responding to applicant questions, and often connecting them with current CMs and recent alumni who can share about their own experiences in preparing to join the corps and throughout their 2-year corps commitment.

Once the offer to join our corps has been extended, our team works 1:1 to help accepted applicants confirm their offers, answering their individual questions primarily related to expenses, basic HIDOE compensation, logistics (if moving to Hawai'i), and any other pertinent queries. Once offers are accepted, our team continues to provide on-boarding and 1:1 support to prepare them for their pre-service training and ultimately to lead keiki in our highest need communities. This detailed level of support is critical to their success. Because of this work, TFA Hawai'i exceeds the overall enterprise average of accepted applicants who "matriculate" joining our corps to begin their pre-service summer training.

As our new fiscal year commences, and while summer training is underway here in Hawai'i, our team uses June and July to evaluate and reflect on the previous year, develop new and/or adapt strategies for the coming year, prepare new materials, and begin scheduling and addressing hiring needs.

Professional Development (Metric 3)
Throughout the year, we will host ~3 professional development opportunities/month Oct - Sept, for a total of 36 engagements. These group learning sessions support the continued growth of our teachers and include in-person, hybrid, and virtual opportunities to ensure the highest level of engagement and participation. They are planned by our program staff and facilitated by staff, alumni, and education and community partners and take place primarily in the evening and on weekends – outside of school hours.

These expectations are fully outlined for our teachers as part of the syllabus for our ARC program. Completing the deliverables and professional development opportunities on the requisite timeline are part of their path to teacher certification.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. ***(3,000 character count limit)***

TFA's work to find, develop, and support our diverse network of leaders began in 1990, dedicated to expanding access and opportunity for all children. TFA currently places CMs in 40 urban and rural regions across the US. Over time, once alumni numbers grew beyond annual incoming corps size, select regions began to focus on their local alumni networks, offering leadership, learning, and impact programming focused on doubling progress toward key educational milestones in reading and/or math. The impact of our alumni network demonstrates proven success of our program model. Over 70,000 leaders who started in the classroom as CMs remain in lifelong pursuit of the vision that "one day, all children will have the opportunity to attain an excellent education".

Across the organization, school partners continue to validate the positive impact of our CMs. In our most recent National Principal Survey of 1,000 principals who employ CMs at their schools (rel. Sep. 2024), principal satisfaction remains high with 89% agreeing or strongly agreeing that CMs at their school have a positive impact on academic growth. When asked about alumni at their schools, principals shared that 95% of alumni demonstrate leadership at their schools. Further, 91% would recommend hiring a TFA CM to one of their peer school leaders. This recommendation is a testament to the past performance of the program and the contribution of CM/A to their school communities.

TFA Hawai'i's support and development for CMs includes providing an Alternative Route to Certification (ARC) in the State. While our national organization commits to providing a base level of training and support to all CMs regardless of geographic placement, ARC is a unique regionalized teacher licensure certification pathway operated by TFA Hawai'i. These connections to the people and place we serve have been essential drivers behind the success of the ARC program and our teacher candidates. The program focuses on preparing educators across four strands of study including rigorous instruction, inclusive learning environment, and building relationships. The ARC program has been a state accredited teacher preparation program since 2011, and we have helped certify hundreds of teachers to teach in HIDOE schools since then. In addition to state accreditation, we have been nationally accredited since 2016, and currently hold the longest possible accreditation term possible. Last year, 100% of CMs who took Praxis licensure exams passed.

Our local network comprises 612 diverse leaders living and working in Hawai'i, which includes over 400 that continue to work in roles directly impacting education. While our teachers represent less than 2.5% of all HIDOE teachers, we are proud that we have had 2 alumni recognized as the Hawai'i State Teachers of the Year and another 7 recognized as finalists. There are also 14 alumni serving in Vice Principal and Principal roles in Hawai'i public and charter schools.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources,

facilities and other resources, stakeholders and relationships, and other relevant resources. ***(3,000 character count limit)***

We are confident in our capacity to achieve the outcomes in our proposal. Below is information to help demonstrate these capabilities.

Organizational Knowledge:
Since 2006, TFA Hawai'i has grown into a network committed to education equity and expanding opportunities for all children. From our first corps in 2006 of 50 CMs, through today, we have mobilized over 1,100 CMs, impacting tens of thousands of local students, primarily in rural and high-need communities.

As a national organization, we leverage a robust ecosystem of support with coaching, wellness resources, and virtual tools to ensure CMs have the skills needed to achieve ambitious classroom outcomes. Locally, we have had strong and consistent leadership that understands our education landscape, has built important partnerships, and is keenly aware of the levers that unlock resources, support and knowledge in our national organization. Our Hawai'i Executive Director, Jill Baldemor, is the longest serving across all TFA regions.

Staffing:
Our regional staff team is led by 19 team members who bring diverse backgrounds and experiences: 13 TFA alumni; 11 Kama'āina, 6 Native Hawaiian, and 7 bring valuable perspectives from outside Hawai'i. We also directly leverage the skills and expertise of our colleagues across the enterprise and continue to augment our team with 15-20 PT staff. We are also guided by our Regional Advisory Board comprising 19 (+3 emeritus) dedicated community and business leaders.

Fiscal Resources:
TFA's total budget this year is $263,000,000 of which $6,197,756 comprises TFA Hawai'i Regional operations. We raise about 50% of our budget locally and the remainder is provided via national support, to honor our commitment to native communities. As of September 30, 2024 our organization had net assets of $504,968,327 (this figure is preliminary and unaudited).

Facilities:
We lease a 3,138 square foot office in Honolulu to support daily operations providing meeting rooms, individual workstations, printing, wifi, office supplies, storage, and access to necessary technology. This provides adequate space to accommodate our programming and operational needs.

Partnerships:
Partnerships are particularly important here in Hawai'i with one statewide education system and where community is central to our culture. The HIDOE remains among our longest-standing partners and we have continued to maintain a strong relationship over the 19 years we have been in operation here in the islands. Our CMs are members of AmeriCorps. This partnership allows them to commit their two years of community service through TFA Hawai'i. As noted above, our ARC program is delivered in partnership with both Johns Hopkins University and Chaminade University. We also collaborate with a wide range of education and community-based nonprofits on a regular basis throughout the year.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

TFA continues to transform and evolve to fuel greater impact. Each year, we set clear goals to collectively optimize our impact and improve, including a strong focus on financial sustainability both on the revenue side (maximizing fundraising) and the expense side (optimizing operations). These policies and organizational structures ensure maximum efficiency driving our plan for a balanced budget year over year.

Our long-term benefit to the community includes establishing our ARC program in 2011, recruiting and developing over 1,100 educators in Hawai'i, mobilizing our full network of impact for education equity, and directly educating 14,000+ public school students state-wide annually. Further, each year as our alumni network expands, our impact multiplies.

In the last two years TFA has implemented improved digital resources and continues to iterate and streamline our processes. We focus on continuously improving adoption, usage, and satisfaction across four stakeholder groups to sustain our impact, and scale it across our network:

- Prospective CMs: Streamlined interview sign-up process using data to match interviewers with candidates.
- CMs: Usage of OneApp to streamline professional development and corps experience. Utilization of CLASS (The Classroom Assessment Scoring System in partnership with Teachstone) to foster CM growth and student learning.
- Alumni: Leverage access to national partners, programs, and digital resources across the network to advance education equity.
- Staff: Reimagined suite of digital tools to manage all programs and participants, decreasing staff time spent managing participants and increasing data quality.

Since 2006, we have contributed to opportunities for all keiki in Hawai'i to have access to an excellent education; our network comprises leaders in classrooms, school administration, education and cultural nonprofits, and policy leaders serving in law and elected positions. All continue to be inspired by, and work in support of, our vision.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Our board and staff at both the local and national level are committed to our work continuing here for the long-term. Our national organization has made a long-term commitment to native communities, including Hawai'i. This financial commitment in FY24 was almost $3.4M.

While fundraising is no easy task, we are proud to have been able to steadily grow and diversify our base of funders, and we are devoted to ensure we have the funds to support our important work. Locally, our board and staff are deeply engaged in the work required to, at minimum, maintain our current annual operations level.

We have confidence in our capacity and resources to carry out our work beyond this grant period bolstered by the following investments:

- $1.5M recurring allocation secured from the Hawai'i State Legislature to fund our contract with the Hawai'i Department of Education added to the state's base budget.

- MOUs signed with our 2 university partners which provides a continuous revenue stream.
- Continued growth in the number and value of "major donor" level commitments from local foundations and individuals.
- Strong and diverse regional advisory board including 19 (+3 Emeritus) of Hawai'i's prominent community and business leaders.

In addition to the capacity to raise the needed funds, we have a seasoned and committed staff team that has created a strong staff culture. Our region is consistently ranked at or near the top in our annual staff culture survey results.

We are deeply grateful to the City and County of Honolulu for investing in our vision that all keiki will have the opportunity to access an excellent education, and we hope to continue our partnership for the foreseeable future.

E. No CITY funds or assistance.

The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Teacher Recruitment and Professional Development Contract # CT-DCS-2500062
   Grant Period: 10.1.2024 - 9.30.2025 Grant Amount: $150,000
   Grant Purpose: Recruit and Train Teachers for our High Need Schools
   Grant Activity Status: x Underway ☐ Completed ☐ Canceled
   Administrating Division: DCS

2. Grant Activity Name & Contract #: Teacher Recruitment and Professional Development Contract # CT-DCS-2400062
   Grant Period: 10.1.2023 - 9.30.2024 Grant Amount: $200,000
   Grant Purpose: Recruit and Train Teachers for our High Need Schools
   Grant Activity Status: ☐ Underway x Completed ☐ Canceled
   Administrating Division: DCS

3. Grant Activity Name & Contract #: Teacher Recruitment and Professional Development Contract # CT-DCS-2300056
   Grant Period: 10.1.2022 - 9.30.2023 Grant Amount: $200,000
   Grant Purpose: Recruit and Train Teachers for our High Need Schools
   Grant Activity Status: ☐ Underway x Completed ☐ Canceled
   Administrating Division: DCS

E. Age Friendly Honolulu (Complete only if applying for the bonus points)

Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

X Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) **How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)***

One of the initiatives of our Program Advisory Committee is to provide 1:1 mentorship to our alumni who serve in roles as principals, vice principals, and those who aspire to be in school leadership roles. Our mentors are an invested group of retired kūpuna education leaders, current seasoned school leaders, and partners. Over the past five years, we have facilitated this mentorship program which now includes recruiting mentors and mentees, developing a framework to lead conversations and meaning-making, and convening the full group of mentees and mentors for community-building and storytelling events where kūpuna leaders inspire the next generation of education leaders. These learning opportunities provide meaningful ways for both our kūpuna and school leaders to engage, interact, and build new and deeper relationships with one another.

In addition, this offering has inspired our larger Regional Advisory Board to launch a "Leadership Circle" – a leadership and mentorship opportunity – in which Board Members can mentor emerging leaders across a wide variety of sectors, supporting them in developing skills in non-profit board leadership. Nearly half of our mentor pool on the board is retired, and have served in high-profile community and corporate leadership positions, as well as serving on our Board and the Boards of other well known local nonprofits.

As we are already tracking these learning opportunities, we have systems in place to gather the additional information required that was shared at the end of the video training to include on our monthly reports.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	The Estria Foundation
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Mele Murals Program at Ke Kula Kaiapuni ʻO Ānuenue School

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Founded in 2010 by world renowned mural artist Estria Miyashiro, The Estria Foundation creates art in public spaces. We collaborate with schools and communities on projects that raise awareness and inspire action in movements to advance culture and to resolve human and environmental issues. Since 2014, our team has focused our public and creative arts initiatives exclusively on Hawaii-based youth.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Mele Murals is a tuition-free visual arts and cultural program by the Estria Foundation. The program's curriculum is designed to advance the protocols, perspectives, and values of the Hawaiian culture. Lessons are centered around a cultural based curriculum and hands on creative arts to foster community and cultural pride in each child. Students, families, and faculty at Ānuenue, a Title 1 School, have voiced their students' need for creative arts programming.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The Mele Murals Program provides arts- and culture-interested students opportunities to learn from and eventually become cultural leaders in the public arts movement that fosters connectedness, preserves the traditions of old Hawai'i, and creates valuable public art assets. Our students come to us from Title 1 schools in District 5. Through the program, the Estria Foundation will serve over 350 children.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1	☒ District 2	☒ District 3
$30,000	$6,000	$6,000

☒ District 4 $35,000	☒ District 5 14,000	☒ District 6 $26,000
☒ District 7 $10,000	☒ District 8 $10,000	☒ District 9 $13,000
Total Amount Requested (must be $25,000 to $150,000)	$150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☒ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Amanda Fatonga
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that TODD JOHNSON (name), executive director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

TODD JOHNSON
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 21st day of November, 2024, before me appeared Amanda Fatonga & Todd Johnson personally known to me, who, being by me duly sworn, did say that he/she is the Secretary & Executive director of the Board of Directors and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said they acknowledged said instrument to be the free act and deed of said corporation.

MIHAIL GILEVICH NOTARY 16-241 PUBLIC STATE OF HAWAII

MIHAIL GILEVICH NOTARY 16-241 PUBLIC STATE OF HAWAII

Mihail Gilevich
Notary Public, State of Hawaii

My Commission expires: July 10, 2028

Doc. Date: 11-21-2024 # Pages 1
Name: Mihail Gilevich 1st Circuit
Doc. Description: Certificate of the Board of Directors No Obligations in Arrears & Authorization to Assign Authority

11-21-24
Signature Date

NOTARY CERTIFICATION

MIHAIL GILEVICH
Notary Public # 16-241
My Commission Expires July 10,2028
Ph: (808) 797-9487

MIHAIL GILEVICH
Notary Public # 16-241
My Commission Expires July 10,2028
Ph: (808) 797-9487

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Created by world renowned muralist Estria Miyashiro, the Mele Murals Program is designed to advance the protocols, perspectives, and values of the Hawaiian culture that were nearly eradicated when the islands became a U.S. territory. The lessons use a cultural based curriculum and hands-on creative arts to foster indigenous pride and places importance on preserving and advancing Hawaiian culture and aloha. The curriculum provides arts- and culture-interested students opportunities to learn from and eventually become culturally-aware leaders in the public arts movement that fosters connectedness, preserves the traditions of old Hawai'i, and creates valuable public art assets.

Each year, the need for public **Proposal 150** istently have over a dozen schools requesting that The E[illegible] Murals projects on their campuses across the state. Districts with multiple Title 1 schools, such as our current sphere of influence (City Council District 5) have shown high levels of need for creative arts programs and commitments to making the most of the opportunities our team presents. School administrators from our current partner schools share about the positive impacts that our programs continue to have on their student body.

Administrators and Teachers from Title 1 Ke Kula Kaiapuni 'O Ānuenue School have requested our Mele Murals Program for the 2025-26 School Year, where 54.28% of the student body are participants in the Free and Reduced Lunch Meal Program.

Arts Education
Hannah MacPherson's 2012 study Building Resilience Through Community Arts Practice, found that "Visual art activities can be used to both educate young people about resilience and enhance young people's overall resilience. Short-term visual arts interventions can have an impact on young people's resilience. Visual arts participation was extremely beneficial to young people's sense of belonging and their ability to cope with difficult feelings." Throughout Mele Murals, nearly all youth participants reported that participating helped them increase their connection to Hawaiian culture and taught them essential art skills.
More than 80% report that they met a new peer and more than 90% said they hope to continue Participating in the program.

Culturally Based Education (CBE) Enhances Learning
In the first large-scale study on the value of culture based education in Hawai'i, researchers were able to identify that:

- Students of teachers using CBE report greater Hawaiian cultural affiliation, civic engagement,
- and school motivation than students of teachers not employing CBE in their classrooms;

- Students of teachers using CBE are more likely to have strong community ties (working to protect the local environment and attending public meetings about community affairs); and,

Students are more likely to put cultural skills to use in their communities and report higher levels of trusting relationships with teachers and staff, underscoring a deeper sense of belonging.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Public art is enjoying a worldwide boom with mural festivals and art fairs popping up in more and more cities each year. City and County departments across the nation have been moving towards pro-art programs as a more effective use of anti-graffiti dollars. At the same time, due to No Child Left Behind Act, and today's Common Core Standards, funding for arts programs have been systematically eliminated, despite the fact that research shows art studies narrows the gap between high- and low-income students and not only improve numerical skills but promote creativity and social development.

Based on the number of schools that request our programs per year, we see a clear demand for arts programming, especially when Hawaiian culture, environmental stewardship, and leadership development are infused. Many of the students we have worked with in the past have very limited or no arts programming in their community schools.

National research has proven that arts engagement with young people increases participation in schools and communities, increases civic and cultural pride, and reduces social isolation. Creative outlets are not always available to our young people. Education budget challenges and school decisions to prioritize other subject areas often mean young people do not have access to structured creative learning. The Mele Murals project builds on the desires of our team of leading artists to provide just the sort of structure and creative outlets we needed when we were young.

Our painting process makes painting accessible to people of all skill levels and engages people of all ages to learn, enjoy, and share the stories of the mele. Our documentation and dissemination efforts ensure that there will be public education benefits for the tens of thousands of Hawai'i's youth who learn about the murals via television, film, photos, and social media. The education benefits of the project also include reaching people interested in learning more about the rich history of Hawaiian mele. We expect a global audience for these lessons.

Our Mele Murals Program develops and inspires cultural storytellers using the visual arts. Haumāna (students) are taught leadership and teamwork skills as well as the preservation of our āina (land). Title 1 Ke Kula Kaiapuni 'O Ānuenue School, a public school in Council District 5, recently became a partner school and school site for our Mele Murals Program. Ānuenue School's current student population is set at 448 with 54.28% receiving Free and Reduced Lunch assistance.

Mele Murals arts and culture classes are collaboratively instructed by arts educators, professional artists, muralists, cultural practitioners, and traditional Hawaiian ecologists. Unique to our visual arts program is our focus on the traditional ahupua'a system of resource

management and the importance of Hawaii's natural environment to the people of Hawai'i. As part of the curriculum, students spend time outside of the traditional classroom in a nearby perennial stream system to interact with nature and learn about Hawai'i tropical ecosystem, which inspires the *malama 'aina* (to care for and nurture the land) messaging that are transmitted through student's artwork as well as within community's spaces beautified by TEF staff and students.

All instructions, art supplies, and curriculum are provided by TEF tuition-free to participating schools and students.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

TEF's Visual Arts Initiatives contribute to the well being of participants in three key ways.
1. This grant would allow our visual arts programs to reach many more people, many of whom attend moderate to low income from Title 1 schools.
2. The grant helps us deliver a unique series of place-based cultural arts programs that connect young artists to their communities and to the rich history of our land.
3. Each of our projects will include a stewardship plan that partner schools adopt

Services and Outcomes:
1. Creating wall size Mele Murals with Ke Kula Kaiapuni 'O Ānuenue School students. The Mele Murals programs provide students with the comprehensive arts and culture based curriculum that includes workshops on Hawaiian chant, stories of place, mele history, and specific workshops on mural making. Students gain a deeper connection to the stories of Hawai'i and increase social connection, while learning specific artistic skills and having numerous opportunities to paint.

2. Area students without readily available transportation will be provided with transportation provided by the Estria Foundation. Our 12 passenger van allows access to our arts integration and public arts programs for low to moderate income families. With our students traveling from Ke Kula Kaiapuni 'O Ānuenue School, safe, adult supervised travel to and from fieldtrip sites is a barrier that hinders our student's ability to attend our field trips to inspire creativity and off campus placemaking/community beautification projects.

Population:
Our Distric 5 focused visual arts program will reach:
Cultural workshops teaching mele using traditional practices: 350 elementary students
Art workshops teaching public art skills: history, techniques: 350 elementary students
Public Paint Parties where residents/students help create the mural: 50 people
Mural Unveiling events and dedication with cultural leaders: 250 people

3. Students will see their work displayed in social media, on YouTube and in news stories.

Population:
Sharing the art pieces developed by our students via social media should reach 20,000+ people annually. Though the majority of our focus will be reaching Hawai'i students in City Council District 5, social media and earned media exposure allows our team to reach a broader spectrum of Hawai'i residents and visitors.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Action Plan

To achieve our target goals of serving 350 Ke Kula Kaiapuni ʻO Ānuenue School students, our educational team developed the following Action Plan that includes the following - 1. Action Steps 2. Responsible Individual(s) 3. Deadlines 4. List of Resources Needed 5. Intended Results.

Action Step: Make formal offers of program to Ke Kula Kaiapuni ʻO Ānuenue School.
Responsible Individual: Executive Director and Director of Programs
Deadline: November 1, 2025
List of Resources Needed: Staff time, program outline and curriculum
Intended Results: Secure commitments from participating schools

Action Step: Provide Mele Murals Program to Ke Kula Kaiapuni ʻO Ānuenue School
Responsible Individuals: Director of Programs, professional artists/educators, cultural practitioners (kūpuna)
Deadline: September 30, 2025
List of Resources Needed: Staff time, transportation, art supplies, curriculum, program site, refreshments
Intended Results: Engage and educate 350 students in creative arts and culture for the duration of the Hawai'i Department of Education school calendar 2025-26.

Action Step: Conduct regular meetings and communication with education team and partners
Responsible Individuals: Director of Programs, Executive Director, professional artists/educators, cultural practitioners, and teachers
List of Resources Needed: staff time, transportation, meeting location, agenda(s), coordination time
Intended Results: Ensure that the educational team, TEF personnel, and community partners are all on the same page and coordinated with their efforts

Action Step: Conduct final assessment of the Mele Murals Program
Responsible Individuals: Director of Programs, Executive Director, professional artists/educators, School Administrators and Teachers
List of Resources Needed: staff time, transportation, meeting location, agenda(s), coordination time
Intended Results: Accurate evaluate the program outcomes against established benchmarks and targets; assess programs successes and challenges; create and submit final report to City and County of Honolulu; create and distribute program assessments to community partners (essential information only)

Major Milestones

1. Establish one (1) community partnership with Ke Kula Kaiapuni ʻO Ānuenue School I by November 1, 2025
2. Serve a total of 350 students through our Mele Murals Program by September 30, 2026
3. Create two (2) wall-sized Mele Murals with students and TEF staff at Ke Kula Kaiapuni ʻO Ānuenue School's campus or an approved community space

Partners
For the murals in this proposal, we will be working with the Ke Kula Kaiapuni ʻO Ānuenue School. Ānuenue is committed to assist with securing in-kind donations and offering space for classes and workshops. Our participating artists, supporters, and advisors are continually connecting the Estria Foundation team to potential participants and supporters. Mele Murals is a program built on service and an investment in strengthening communities. We prioritize working with those who serve students and communities with the greatest need.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

The Estria Foundation prepared this budget narrative and the corresponding project budget for your review and consideration.

Direct program expenses include:
Salaries
1. 50% of TEF's director of program's salary at a rate of $75,000 FTE to plan and manage the Mele Murals Program at Ke Kula Kaiapuni ʻO Ānuenue School.
2. 100% of the lead instructor's time will be dedicated to teaching daily arts and culture classes, creating, and implementing lesson plans, and engaging students in TEF's curriculum.
3. 100% of contracted professional arts/educators at $17,500/each for the duration of the grant-in-aid. TEF's educators will serve as the primary interface between the students and The Estria Foundation, co-instructing the proposed educational initiative.
4. Stipends/honorarium at $250/day is being requested to pay for nine (9) kūpuna, cultural practitioners, Hawaiian music musicians, cultural experts, and Hawaiian historians to share their knowledge with students during classes. In lieu of excursions to wahi pana (storied places), our team plans to have kūpuna with special knowledge, talents and cultural practices go into our partner schools and share their 'ike Hawai'i with Ke Kula Kaiapuni ʻO Ānuenue students.
5. Funding for mural supplies totaling $10,000 is being requested to pay for paint, primer, tarps, tape, rollers, brushes, trays, clear coat and labor needed to create two (2) wall sized Mele Murals with students serving as the artists. Murals will be located on Ke Kula Kaiapuni ʻO Ānuenue School Campus.
8. Funding totaling $2,500 is being requested to pay for liability insurance for times that our instructors, kūpuna, and/or cultural practitioners are on campus teaching classes.

Administrative Expenses include:
Salaries
1. Funding totaling $10,000 is being requested to cover the 10% of the executive director's salary of $100,000. The executive director will provide administrative oversight over the program during the grant period.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

October 2025 – Septermeber 2026
Offer weekly Mele Murals visual arts and culture programming at Ke Kula Kaiapuni ʻO Ānuenue School.

December 2025 – March 2026

- Create Mele Mural #1
- Signed agreements with all partners, muralists and consulting team (December 2025)
- Mele Mural schedule agreed to and MOUs signed (January 2026)
- Mele Mural chant, grounding, sketching workshops (January 2026)
- Mele Mural painting and public unveiling (February 2026)
- Media wrap up and evaluations due (March 2026)
- Establish future partnership opportunities (December 2025 – September 2026)

April/May/June 2026

- Create Mele Mural #2
- Signed agreements with partners, muralists and consulting team (April 2026)
- Mele Murals schedule agreed to and MOUs signed (May 2026)
- Mele Mural chang, grounding, sketching workshops (May 2026)
- Mele Murals painting and public unveiling (June 2026)
- Media wrap up and evaluations due (June 2026)

August 2026 – September 2026

- Collect and analyze data
- Make proper admendments to the Mele Murals Program
- Draft and submit Final Report to the City and County of Honolulu and other funding partners

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

The Estria Foundation has successfully completed some of the largest public art projects in Hawai'i, California, and globally. Each mural was produced with community children, local organizations, and multiple strategies for engaging the public.

Mural projects require coordination of wall owners, community groups, artists, municipalities, And others. Our team has worked on more than 1,500 mural projects around the world including completing one of the largest murals in Hawaii produced as part of our Water Writes series.

Mele Murals is an ambitious project that has grown from our team's collective decades of experience in arts education and cultural engagement work. We are seasoned planners and collaborators and are consulted by our peers for our expertise on a regular basis.

TEF is best known for our global mural series (Water Writes) and for the fifteen public art competitions around the US we produced (both programs with large projects in Honolulu). Our projects have employed dozens of artists and created catalytic opportunities for arts and issue engagement.

Our purpose is rooted in the origins of street artists who create work outside of traditional studio spaces. Our projects traditionally focuses on amplifying historically underrepresented stories often ignored by traditional media outlets, advertising, and formal institutions of knowledge. We work to show that artists are indispensible and transformative community builders and essential visual storytellers. Increasingly, we are drawing on decades of arts education experience in identifying emerging young artists who are interested in collaboration, mentorship, and skills building as they explore public art as a means for community improvement and cultural awareness.

To reach as many people as possible and to share the work of our artist teams with those not familiar with their work, we hire professional photographers and videographers to capture the rich stories that surround each Mele Murals process. Videos of our Mele Murals process and projects have been viewed more than 200,000 times and have been shared with our more than 500,000 social media followers.

Experienced mentors and leaders in the public art field in our recent data collection named our organization as being innovators of the next generation of public art. They shared that our investment of rooting in community and working to visually amplify the stories of the people, while developing the skills of young artists shows us to be a vital force in the public art movement.

To date, our team has completed over 80 Mele Murals and continues to document program related measurements of success including:

1. Students, teachers and administrators are requesting to participate on other school's Mele Murals;
2. Number of schools, students, and communities served;
3. A growing number of parents and community members are willing to help with volunteer work; and,
4. Parents and community members come to the mural painting every night and allow their children to stay later and later as they see how important the project is to their child.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

As a trusted arts and culture organization serving Hawai'i communities and schools, TEF maintains steadfast relationships with many school administrations and teachers. Our team believes in nurturing relationships between our Foundation and with those schools, organizations, agencies, and other partners served through our arts and culture programs and projects.

Our current Mele Murals Program is an ambitious statewide public arts project that has grown out of our team's decades of collective experience in arts education and cultural engagement work producing over 80 Mele Murals throughout the State of Hawai'i and over 1,500 murals worldwide.

With over 30 years of experience and recognition around the world as an urban art legend, Todd Estria Johnson serves as our Executive and Creative Director. As a pioneer in an arts movement that is arguably more influential than the classical renaissance, he is acknowledged as a valued historian, and a community leader who has helped to awaken the social and political consciousness of graffiti writing art.

Originally from Honolulu, Estria was active in the San Francisco Bay Area in the 1980's during the "Golden Age of Graffiti." His graffiti art background led him to produce innovative projects as an educator, entrepreneur, and social activist. From the city streets to executive suites, Estria has worked with numerous non-profit organizations (Precita Eyes Mural Arts Center in San Francisco & Eastside Arts Alliance in Oakland), as well as high profile corporations. In 2007, he co-founded the "Estria Battle," a nationwide urban art competition that honors and advances creativity in the Hip Hop arts. In 2010, he co-founded the Estria Foundation.

Additionally, has an amazing staff with years of experience implementing arts and cultural programs in Hawai'i. Staff includes:

I. Alohi Housman, Program Coordinator – the Program Coordinator serves as lead for the Mele Murals Cultural Arts Program. She will coordinate all program staff, volunteers, and participants at each program site.
II. Joan Umi Jensen, PhD., Program Evaluator – the Program Evaluator serves as the lead evaluator for the program. This position will be responsible for grant monitoring, performance measurement data, reporting, and data collection. Information gleaned via data collection and monitoring will be used to make improvements to the program's curriculum or delivery in real-time.
III. Kayla Furtado Vieira, Administrative Assistant – Assists with all data collection, coordination, scheduling, and onsite endeavors of the organization.

Current and past program participants have come from Title 1 eligible complex areas across the State of Hawai'i. Majority of our program participants lack financial support for extramural arts and culture programs. Arts engagement with young people is proven to increase participation in schools and communities, increases civic and cultural pride, and reduces social isolation. The teens and young adults that have participated in past Mele Murals programs over the past 10-years on Kaua'i, Hawai'i Island, and O'ahu have collectively stated that Mele Murals' curriculum that combines lessons on Hawai'i's host culture, visual arts techniques, mindfulness training, with huaka'i (fieldtrips/excursions) to significant cultural and historic sites, has fed their souls and inspired students to explore and pursue creative outlets.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

To ensure the long-term sustainability of this mission-critical educational program, our team has developed the following sustainability plan for the Mele Murals Program.

1. Educational Partnership Expansion - As funding permits, our team will reach out to additional interested schools. Adding one additional elementary school within District 5 per year until all interested schools within the district is served through our arts and culture program. This organic expansion will ensure that our team prudently expands the reach of our Mele Murals Program while simultaneously ensuring the quality of the program continues to meet (or exceeds) the expectations of school administrations, educators, students, and parents. Appropriate amendments will be made to the program to ensure that our team meets the needs and expectations of our community partners.

2. Funding Partnership Expansion - To ensure that the appropriate level of funding is secured to fulfill the program's financial obligations and eventually expand the program activities beyond the grant period, The Estria Foundation's Executive Director and Board of Directors will continue to establish mutually beneficial partnerships with private foundations, grant making agencies, corporate sponsorship programs and individual donors. As funding opportunities arise, TEF's team will submit funding requests in the form of grant proposals, donation solicitations, and corporate sponsorship requests letters.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

TEF is recognized by our community of visual artists, cultural educators, and cultural bearers as a leading organization in the preservation and perpetuation of indigenous Hawaiian culture, cultural identity, history, and sense of place within the Hawaiian Archipelago. Our arts and culture enterprises continue to be steadfast sources of support to our state's student population and arts and culture communities. As an organization, TEF has delivered our arts and culture programming to tens of thousands of students.

Our team is led by Executive Director Todd Johnson, also known as "Estria". Estria is responsible for building the creative vision, education plan, and programming of all TEF programming. Estria began painting in Hawai'i in 1984 and has completed nearly 1,000 murals in Peru, Italy, Mexico, Japan, Honduras, New York, Los Angeles, Honolulu, Charlotte and San Francisco.

He has served the community through his cultural work for over 30 years and is regularly invited to teach art classes and lecture at universities on graffiti's social and political impact. At Oakland, California's Eastside Arts Alliance, Estria co-founded Visual Element, a free mural workshop that develops youth as a voice for cultural and social representation. He also served on the education staff of Precita Eyes, a popular mural organization in San Francisco's Mission District who awarded him their "Cultural Warrior Award" for his contributions to community mural art. He brings a wealth of knowledge and experience combining visual arts and indigenous culture into public education programming and public art projects.

TEF is supported by a team of nonprofit professionals, creative arts educators and cultural practitioners. Our extensive community network helps our relatively small team conduct large-scale projects, traditionally impossible to implement by an organization of our size. We believe in the Hawaiian practice of kākou, where everyone contributes to the undertaking. Collectively, our team has worked with over 50 schools throughout the State of Hawai'i, produced over 80 Mele Murals, collaborated on over 1,500 murals worldwide, and offered countless arts and cultural classes since the organization's inception.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: 2023 Recovery Program – Tranche 2
   Grant Period: October 2023 Grant Amount: July 2024
   Grant Purpose: COVID-19 Recovery
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Kūpuna are the lifeblood of our island community. The "keepers of the light" as it relates to cultural preservation, historic preservation and maintaining the lineal linkages to the kūpuna that came before and the ʻāina that sustains life in our islands. All TEF programs draw upon the wisdom and knowledge of our kūpuna to engage current and future generations of cultural and environmental stewards.

Kūpuna are presented with a multitude of opportunities within our cultural-based programming to share their ʻike (knowledge), lead discussions with current and future leaders, and to share the folklore, facts, and history of their ahupua'a or cultural practices. We honor and cherish our relationships with our kūpuna, as they are an integral component in the way we deliver our culture-based educational programs to Hawai'i's student population.

Proposal 151

APPENDIX A: TIER I GRANT PROPOSAL (Grants between $5,000 and $10,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	The Filipino Community Center, Inc.
B. Is Grantee a Fiscal Sponsor?	☐ Yes X No
C. Grant Activity Name:	Filipino Fiesta

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Established in 2002, the Filipino Community Center is the largest Filipino cultural hub outside the Philippines. Its mission is to promote Filipino culture and deepen appreciation of the traditions and heritage of one of Hawaii's largest communities, with the Filipino population (race alone) accounting for 14.8% of state residents as of 2024. Located in Waipahu, the Center provides essential services and programs to promote cultural understanding and community resilience, particularly serving West Oahu's low to moderate-income neighborhoods.

E. Briefly describe the single event, performance, class, or other non-programmatic Grant Activity and need being filled. *(400 character count limit)*

The Filipino Fiesta 2026 is a one-day cultural celebration featuring traditional performances, food, arts, and interactive cultural experiences. The event includes cultural villages representing different Philippine regions, educational workshops, traditional Santacruzan procession, and various cultural demonstrations that promote Filipino heritage while fostering community engagement. This free event removes economic barriers to cultural participation while fostering intergenerational connections and microenterprise opportunities through marketplaces and community resource sharing. The Fiesta also offers family-friendly activities that can be enjoyed by everyone, from keikis to kupunas.

F. Briefly summarize single event, performance, class, or other non-programmatic Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Anticipated impacts:
1) Free cultural access and enhanced cultural awareness for 7,000+ across diverse communities;
2) Economic opportunities for 50+ local vendors/artists via cultural marketplace;
3) Cultural preservation through 10+ kupuna storytellers;
4) Youth engagement through 500+ participants in educational activities;
5) Health education through traditional wellness workshops training 50+ participants; and
6) Enhanced social cohesion through 25+ partnerships with Filipino community organizations and other stakeholders.

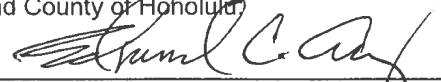
G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $ 1,000.00	☐ District 2 $ 1,000.00	☐ District 3 $ 1,000.00
☐ District 4 $ 1,000.00	☐ District 5 $ 1,000.00	☐ District 6 $ 1,000.00
☐ District 7 $ 1,000.00	☐ District 8 $ 1,000.00	X District 9 $ 2,000.00
Total Amount Requested (must be between $5,000 and $10,000)	$ 10,000.00	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Single event, performance, class, or other non-programmatic projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Single event, performance, class or other non-programmatic projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	X B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.



21 NOVEMBER 2024

Signature of Grantee (Fiscal Sponsor) Officer Printed Name and Title: EDMUND C. ACZON, CHAIR, BOARD OF DIRECTORS		Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

EDMUND C. ACZON
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that EDMUND A. ACZON (name), CHAIR OF THE BOARD OF DIRECTORS (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

DAMIEN A. ELEFANTE
Filcom Center Board Secretary
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 22nd day of November, 2024, before me appeared Damien A Elefante, personally known to me, who, being by me duly sworn, did say that he/she is the Board Secretary of Filcom Center and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said he acknowledged said instrument to be the free act and deed of said corporation.

JESSICA BARICAUA NOTARY PUBLIC Comm. No. 98-458 STATE OF HAWAII

Jessica Baricaua
Notary Public, State of Hawaii

My Commission expires: 9/14/26

Doc. Date: undated # Pages 72
Name: Jessica Baricaua Circuit
Doc. Description: Solicitation No. EGP-DCS-GIA 2026 Tier I Filipino Fiesta 2026

11/22/24
Signature Date

NOTARY CERTIFICATION

JESSICA BARICAUA NOTARY PUBLIC Comm. No. 98-458 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the single event, performance, class, or other non-programmatic public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. ***(500 character count limit)***

The Fiesta's location, inter-generational programming, and free admission ensure accessibility for targeted population of the grant.The Filipino Fiesta strategically serves Waipahu and surrounding low-income areas by providing:
1) Free cultural programming for families facing economic barriers and who wanted to reconnect with their roots and learn about the culture of one of the largest groups in the State;
2) Economic opportunities for small vendors and cultural practitioners;
3) Health resources through cultural wellness workshops; and
4) Youth engagement through educational activities.

B. Describe the proposed plan

1. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. ***(500 character count limit)***

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The Filipino Fiesta enhances community well-being in West Oahu's low-income areas through cultural celebration and economic opportunity. Measurable outcomes include:
1) Free event access and enhanced cultural awareness for 7,000+ residents across diverse communities;
2) Economic opportunities for 50+ local micro-entrepreneurs and artists through cultural marketplace;
3) Health impact through wellness workshops training 50+ participants;
4) Cultural education for 500+ keikis and the youth;
5) 10+ kupuna engaged in cultural preservation activities; and
6) Enhanced social cohesion through 25+ partnerships with Filipino community organizations and other stakeholders.

2. Provide an action plan to achieve the stated measurable outcomes. If the single event, performance, class, or other non-programmatic Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. ***(1,000 character count limit)***

Implementation Plan & Partnership Roles:

Pre-Event Milestones (December-April):

Partner engagement secured with measurable commitments:

- Filipino Jaycees: Event Coordination and Volunteer recruitment (100+ volunteers)
- Filipino Chamber of Commerce of Hawaii: Vendor Recruitment (50+ vendors)
- United Filipino Council of Hawaii, Filipino Association of University Women, Bibak Hawaii, Dabawenos, Congress of Visayan Organization. Ilocosurians in Hawai'i: Cultural Villages (15+ cultural booths)
- Filcom Cares: Health and wellness workshops (50+ participants)
- Center for Philippine Studies, Waipahu and Farrington High School: Documentation of Oral History Project (500+ youth participants)
- O'ahu Filipino Community Council: Santacruzan cultural parade organization (50+ intergenerational participants)
- Aloha Harvest: Sustainability partner for food recovery • 5 community organizations: Volunteer Investment Program ($500 each for 10+ volunteers)
- Knights of Rizal: Transportation coordination and site logistics

Event Day Components (May 2026):

Cultural Programming:

- 3 regional cultural villages (Luzon, Visayas, Mindanao)
- 15+ cultural performances
- Traditional Santacruzan procession
- Street food experience showcasing regional cuisine

Community Impact Activities:

- Kabataan Barangay youth program (500+ participants)
- Kupuna storytelling sessions (100+ seniors)
- Cultural marketplace (50+ vendors)
- Health & wellness demonstrations

Success Metrics:

- Participant registration counts
- Vendor participation
- Survey satisfaction rate (minimum 4.0 out of 5.0)
- Partner feedback collection
- Media coverage documentation
- Social media engagement tracking

3. Provide a narrative that explains how the budget in Section III and the deliverable schedule in Section IV will achieve the desired outcomes. *(1,000 character count limit)*

The $10,000 grant budget strategically supports deliverables that maximize community impact:

The requested budget and timeline strategically align to support a culturally authentic, intergenerational celebration that engages 7,000+ community members. Our 8-month planning schedule ensures thorough preparation and maximum impact:

Planning Phase (Oct-Mar): Early fundraising and partner engagement allows us to leverage the grant as seed funding for additional community support. Committee formation and vendor recruitment during this period ensures proper representation of all Philippine regions in our programming.

Pre-Event Phase (Apr-May): Marketing and outreach activities intensify, with focused engagement of senior organizations and youth groups to promote intergenerational participation. Volunteer training emphasizes cultural sensitivity and accessibility support.

Event Execution (May 2026): Budget allocation prioritizes essential cultural elements:

- Cultural Programming (70%): Performance honorariums, demonstration materials, educational supplies
- Operations (25%): Sound system, safety measures, accessibility accommodations
- Community Engagement (5%): Volunteer support, documentation, evaluation materials

Post-Event (June): Comprehensive evaluation ensures accountability and measures achievement of cultural preservation and community engagement goals.

This integrated budget and timeline approach maximizes grant impact while ensuring sustainable community benefit.

C. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no awards from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: CT-DCS-2500064
   Grant Period: 1 OCTOBER 2024 Grant Amount: $10,000
   Grant Purpose: 2025 FILIPINO FIESTA
   Grant Activity Status: X Underway ☐ Completed ☐ Canceled
   Administrating Division: DEPARTMENT OF COMMUNITY SERVICES

2. Grant Activity Name & Contract #: CT-DCS-2400063
   Grant Period: 6 SEPTEMBER 2023 Grant Amount: $10,000
   Grant Purpose: 2024 FILIPINO FIESTA
   Grant Activity Status: ☐ Underway X Completed ☐ Canceled
   Administrating Division: DEPARTMENT OF COMMUNITY SERVICES

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

D. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

X Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

The Filipino Fiesta 2026 embodies the spirit of Age-Friendly Honolulu by creating meaningful spaces where generations come together to celebrate and share Filipino culture. At its heart, our Fiesta recognizes kupuna not just as attendees, but as vital cultural treasures who hold and transmit our community's history, traditions, and values.

Our cornerstone initiative, the Filipino Oral History Project, places seniors at the center of cultural preservation, empowering them to share their immigration stories, traditions, and life experiences. These recorded histories become precious educational resources while affirming our kupuna's essential role in our community. Throughout the Fiesta grounds, the Cultural Village stations come alive through the expertise of senior community members who demonstrate traditional crafts, cooking methods, and customs to younger generations.

We've thoughtfully designed the event to ensure seniors can participate fully and comfortably. The FilCom Center's ADA-compliant facility features accessible pathways, ample seating

areas with shade, and clear multilingual signage in English, Tagalog, and Ilocano. Our volunteer team includes dedicated escorts to assist elderly and disabled attendees, and we provide convenient shuttle service from satellite parking locations. Free admission ensures no senior faces economic barriers to participation.

To meet enhanced reporting requirements, we've developed a comprehensive tracking system that respects privacy while capturing important metrics. Our registration process will document senior attendance, participation in activities, and multi-generational family groups. We'll gather qualitative data through surveys and testimonials, particularly focusing on kupuna experiences and intergenerational connections. Photo documentation (with appropriate releases) will capture the spirit of cross-generational learning and celebration.

FilCom Center's established evaluation framework will expand to include monthly reporting on senior engagement goals, accessibility utilization, and partnerships with senior organizations. This robust data collection will help us continuously improve our age-friendly initiatives while demonstrating the Fiesta's impact on intergenerational cultural connections.

Through these thoughtful accommodations and meaningful engagement opportunities, the Filipino Fiesta 2026 creates a truly inclusive celebration where kupuna are honored, active participants in sharing our cultural heritage with future generations.

Proposal 152

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	The Filipino Community Center, Inc.
B. Is Grantee a Fiscal Sponsor?	☐ Yes X No
C. Grant Activity Name:	FilCom Cultural Heritage & Youth Development Program

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Established in 2002, the Filipino Community Center is the largest Filipino cultural hub outside the Philippines. Its mission is to promote Filipino culture and deepen appreciation of the traditions and heritage of one of Hawaii's largest communities, with the Filipino population (race alone) accounting for 14.8% of state residents as of 2024. Located in Waipahu, the Center provides essential services and programs to promote cultural understanding and community resilience, particularly serving West Oahu's low to moderate-income neighborhoods.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Comprehensive cultural education program integrating traditional arts instruction (dance, music, language) with youth development and school outreach. The program includes Filipino cultural classes, language instruction, musical training, traveling exhibitions, cultural summit, and library resources, designed to enhance cultural understanding, while empowering youth in low-income communities.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Annually serving 3000+ participants through:
1) Nine (9) cultural instruction classes/modules reaching 30 students per class;
2) Youth outreach impacting 12+ schools and 600 students;
3) Cultural resource distribution to 10+ community sites with large number of Filipino population;
4) Two cultural summits engaging 200+ youth; and
5) Establishment of a sustainable cultural education framework benefiting low-income areas of West Oahu.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

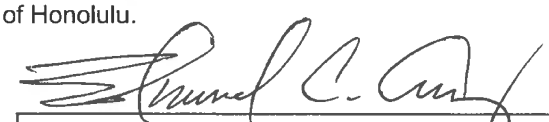
☐ District 1	☐ District 2	☐ District 3
$ 10,000.00	$ 10,000.00	$ 10,000.00

☐ District 4 $ 10,000.00	☐ District 5 $ 10,000.00	☐ District 6 $ 10,000.00
☐ District 7 $ 10,000.00	☐ District 8 $ 10,000.00	X District 9 $ 45,000.00
Total Amount Requested (must be $25,000 to $150,000)	$ 125,000.00	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	**X B. Culture**	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.



21 NOVEMBER 2024

Signature of Grantee (Fiscal Sponsor) Officer Printed Name and Title: EDMUND C. ACZON CHAIR, BOARD OF DIRECTORS		Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

EDMUND C. ACZON
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that EDMUND A. ACZON (name), CHAIR OF THE BOARD OF DIRECTORS (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

DAMIEN A. ELEFANTE
Filcom Center Board Secretary
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 22nd day of November, 2024, before me appeared Damien A Elefante, personally known to me, who, being by me duly sworn, did say that he/she is the Board Secretary of Filcom Center and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said he acknowledged said instrument to be the free act and deed of said corporation.

JESSICA BARICAUA NOTARY PUBLIC Comm. No. 98-458 STATE OF HAWAII

Jessica Baricaua
Notary Public, State of Hawaii

My Commission expires: 9/14/26

Doc. Date: Undated # Pages 76
Name: Jessica Baricaua Circuit
Doc. Description: Situation No REQ-2025 GIA 2025 Tier II Filcom Cultural Hub

11/22/24
Signature Date

NOTARY CERTIFICATION

JESSICA BARICAUA NOTARY PUBLIC Comm. No. 98-458 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

One in every four residents in Hawai'i are of Filipino descent. By supporting Filipino cultural programs, the City and County of Honolulu invests in a stronger, more resilient community fabric. These programs don't just preserve culture – they build economic opportunity, strengthen family bonds, enhance education, improve public health, and create sustainable community development. The return on investment manifests in stronger families, more engaged youth, healthier seniors, and more vibrant, connected communities.

1. Demographic Data and Cultural Preservation Need:
    - Filipinos (race alone and combination) comprise over 367,525 residents in Hawaii, with significant concentrations in Waipahu and surrounding West Oahu neighborhoods. Foreign-born population in Waipahu is at 41.7%, which is significantly higher than the statewide average of 17.8%.
    - The risk of losing traditional Filipino cultural practices is particularly acute in low-income communities where access to cultural education is limited by economic barriers. Median household income in Waipuha is $87,961, which is lower than average income statewide $95,322. Only 48.5% of households in the target area speak their indigenous language based on the 2022 American Community Survey.
    - Language skills among Filipino youth are declining, threatening intergenerational communication and cultural continuity. 2024 FilCom survey data shows: • 63% of Filipinos surveyed cannot speak their heritage language • Only 30% participate in traditional cultural activities • 95% of parents express desire for cultural education but cite cost barriers • 95% of kupuna worry about loss of traditional practices.
2. Educational Access and Youth Impact:
    - There is limited access to cultural education in public schools, particularly in economically disadvantaged areas. Demonstrated Need: • Only 2 of high schools statewide offer Filipino cultural programs as part of their curriculum • Limited number of students have access to Filipino cultural education • Limited availability of qualified cultural instructors
3. Economic Impact on Target Communities:
    - Traditional cultural instruction often requires costly private lessons. There is also a need for positive cultural identity development among Filipino youth. Waipahu Demographics: • Median household income 15% below Oahu average • 35% of families qualify for free/reduced lunch programs • Limited access to traditional arts instruction
    - Economic Opportunity Creation: • 9 teaching positions for cultural practitioners • 9 youth apprenticeship opportunities • 20+ performance opportunities annually • Microenterprise development through cultural arts and marketplaces

4. Cultural Preservation Urgency:
    - Traditional arts and music practices require structured preservation efforts and dedicated instruction to survive. Documentation from Cultural Practitioners shows: • 50% decline in traditional music practitioners over past decade • Only 5 active traditional Filipino dance instructors on Oahu • 90% of cultural knowledge holders over age 50 • Critical need for next generation transmission
5. Community Health Impact:
    - Cultural disconnect between generations affects family and community cohesion. Social Connection Needs: • 75% decrease in intergenerational activities based on Filipino Community Center data • 30% reduction in community cultural celebrations • Limited venues for cultural gathering

This data demonstrates the urgent need for expanded cultural programming, particularly in low-income areas of West Oahu where many Filipinos reside. The FilCom Cultural Heritage & Youth Development Programs address these documented needs through comprehensive, accessible programming that creates measurable community impact.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. (3,000 character count limit).

The Filipino Community Center's Cultural Heritage & Youth Development Programs create sustainable community improvement through integrated cultural education and youth empowerment, particularly serving West Oahu's low to moderate-income communities.

Program Components:

1. Kultura: Cultural Arts Education

    A. Traditional Dance Program

    - Weekly instruction in Filipino regional dances including, but not limited to the following: Tinikling (bamboo dance), Pandango sa Ilaw (candle dance), Maranao traditional dances
    - Professional instruction for 30 participants per class
    - Quarterly sessions with public performances
    - Cultural context education integrated into instruction

    B. Traditional Music Program

    - Instrumental instruction of traditional musical instruments including, but not limited to the following: Bandang Kawayan (bamboo instruments), Rondalla (string ensemble), Traditional gongs
    - Weekly group lessons and ensemble practice
    - Instrument lending program for participants
    - Performance opportunities at community events

C. Language and Vocal Arts

- Filipino and Ilocano language classes
- Traditional Kundiman singing instruction
- Weekly classes with cultural immersion
- Intergenerational learning opportunities

2. Kabataan: Youth Development

A. School Outreach Program

- Cultural education presentations
- Interactive workshops
- Traveling exhibitions on Filipino culture
- Educational resource distribution
- Student engagement activities

B. Cultural Resource Development

- Filipino book collection development at the Filipino Community Center
- Educational material creation and distribution
- Digital resource library
- Cultural demonstration kits

C. Youth Leadership Development

- Cultural Summit
- Youth Ambassador Program
- Mentorship opportunities
- Community service projects

This comprehensive approach addresses community needs by:

1. Preserving cultural heritage through structured education
2. Creating accessible programming for low-income communities
3. Building intergenerational connections
4. Developing youth leadership capacity
5. Supporting healthy aging through cultural engagement
6. Strengthening community bonds
7. Creating economic opportunities through cultural arts

Through these integrated programs, FilCom creates lasting community impact while preserving vital cultural heritage for future generations.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. (3,000 character count limit)

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

With Filipinos forming a significant portion of Oahu's population, particularly in West Oahu's low to moderate-income neighborhoods, these programs create ripple effects that enhance quality of life across multiple dimensions.

The economic impact extends beyond immediate program delivery. While cultural education creates direct employment for instructors and artists, it also nurtures microenterprise development through traditional arts and crafts. Cultural events stimulate local business activity, particularly in Waipahu and surrounding communities. Moreover, the skills developed through these programs – from language abilities to performance arts – enhance workforce readiness and create new economic opportunities for participants.

These programs also serve as vital bridges between generations. In an age where technology often divides generations, traditional arts, music, and dance bring families together. Kupuna share their knowledge as cultural mentors, finding renewed purpose while ensuring ancient practices survive. Youth gain not just skills, but a deeper understanding of their heritage and identity. This intergenerational connection strengthens family bonds and builds community resilience.

The educational value extends far beyond cultural knowledge. These programs supplement public school curricula with hands-on learning experiences that develop leadership skills, creativity, and cultural competency. Language programs preserve communication abilities vital for family relationships and professional opportunities. Youth participants develop confidence, discipline, and pride through performance arts, while gaining valuable leadership experience through cultural ambassador programs.

From a public health perspective, cultural programs deliver multiple benefits. Traditional dance provides physical activity crucial for health maintenance. Group activities combat social isolation, particularly among youth participants. Perhaps most importantly, cultural pride and strong community connections build resilience that supports mental health and social well-being across all age groups.

The programs align perfectly with the City and County's priorities for sustainable community improvement. They promote diversity and inclusion while specifically serving vulnerable populations in low-income areas. The intergenerational aspects support Age-Friendly Honolulu goals, while skill development and economic opportunities create sustainable pathways for community enhancement.

By supporting Filipino cultural programs, the City and County of Honolulu invests in a stronger, more resilient community fabric. These programs don't just preserve culture – they build economic opportunity, strengthen family bonds, enhance education, improve public health, and create sustainable community development. The return on investment manifests in stronger families, more engaged youth, healthier seniors, and more vibrant, connected communities.

These outcomes are manifested through the following metrics:

1. Providing cultural education to 3000+ participants;
2. Hosting 9 cultural modules reaching 30 students per class;

3. Youth outreach impacting 12+ schools and 600 students;
4. Cultural resource distribution to 10+ community sites with large number of Filipino population;
5. Two cultural performance summits engaging 200+ youth; and
6. Establishment of a sustainable cultural education framework benefiting low-income areas of West Oahu.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. ***(3,000 character count limit)***

Phase 1: Program Development (Q1: October-December 2025)

Milestone 1: Comprehensive Curriculum Framework

- Partners: Philippine Consulate General in Honolulu, Center for Philippine Studies, Filipino Association of University Women, Filipino Jaycees of Honolulu, United Filipino Council of Hawaii, UP Alumni Association of Hawai'i - Review and validate cultural content
- Filipino performing groups (Tekniqklings, Bandang Kawayan, Rondalla Group, House of Gongs, Dabawenyos in Hawai'i) - Train instructors on curriculum delivery; Provide cultural resource materials

Measurable Outcomes:

- Complete curriculum guides for 3 dance forms, 1 song
- Develop instruction manuals for 3 musical traditions
- Create language learning materials for 2 languages
- Establish assessment tools

Milestone 2: School Partnership Development

- Partner: Hawaii Department of Education: Identify 12 partner schools; Align programs with DOE standards; Schedule outreach activities

Measurable Outcomes:

- Sign MOUs with 12 schools
- Establish outreach calendar
- Confirm resource distribution plan

Phase 2: Program Launch (Q1-Q2: January-March 2026)

Milestone 3: Cultural Arts Programs

- Partner: Filipino performing groups - Provide musical/dance instruments; Support instructor training • Assist with performance planning

Measurable Outcomes:

- Enroll 30 students per cultural class
- Establish 3 musical ensembles, 3 dance classes

- Launch 2 language class cohorts

Milestone 4: Youth Outreach Implementation

- Partners: Filipino Jaycees of Honolulu, Filipino Association of University Women, Sariling Gawa Youth Council, Katipunan School Club, Timpuyog School Club, Knights of Rizal - Coordinate volunteer recruitment; Support event management; Assist with youth mentorship

  Measurable Outcomes:

- Complete 12 school presentations
- Train 10 youth ambassadors

Phase 3: Program Expansion (Q2-Q3: April-September 2026)

Milestone 5: Cultural Summit & Performances

- Partners: Hawaii Filipino Chronicle, KNDI - Provide media coverage; Document cultural activities; Support community outreach

  Measurable Outcomes:

- Host first Cultural Summit Performances (200+ participants)
- Present community performances
- Create digital documentation

Milestone 6: Resource Development

- Partner: Hawaii State Public Library System - Distribute Filipino books • Host cultural programs • Provide venue support

  Measurable Outcomes:

- Curate books for library at Filipino Community Center
- Donate 100+ cultural books to 10 community sites with large number of Filipino population
- Create 10 educational resource kits
- Develop digital resource library

Phase 4: Evaluation & Sustainability (Q4: October 2026)

Milestone 7: Program Assessment

- Conduct impact assessment; Analyze participation data; Prepare evaluation report

  Measurable Outcomes:

- Complete participant surveys (75% response rate)
- Document program impacts
- Identify improvement areas

Milestone 8: Community Engagement

- Partner: FilCom Community Organizations: Organize culminating event; Support sustainability planning; Build community support

  Measurable Outcomes:

- Host community celebration (300+ attendees)
- Establish ongoing support network
- Create sustainability plan

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

Our $125,000 budget strategically supports the FilCom Cultural Heritage & Youth Development Program, focusing on sustainable cultural education and intergenerational engagement while ensuring effective program delivery:

Direct Personnel ($45,000 - 36% of total budget): A dedicated Program Coordinator (1.0 FTE) will oversee all aspects of cultural programming, ensuring consistent quality and cultural authenticity across activities. This position is essential for building community partnerships, coordinating instructors, and maintaining program standards.

Cultural Education Contracts ($31,000 - 25% of total budget): Investment in expert cultural practitioners ensures authentic transmission of Filipino heritage:

- Regional Dance Instructions ($12,000): Three master instructors covering Luzon, Visayas, and Mindanao traditional dances
- Traditional Music Training ($12,000): Three specialized instructors for regional musical instruments and styles
- Language Instruction ($6,000): Two instructors teaching Filipino and Ilokano languages
- Program Documentation ($1,000): Professional compilation of program impacts and outcomes

Program Materials and Supplies ($37,500 - 30% of total budget):

- Educational Materials ($10,000): Comprehensive cultural education resources and learning materials
- Program Activities Supplies ($25,500): Traditional costumes, dance props, cultural demonstration materials, and exhibition resources
- Office Supplies ($2,000): Administrative support materials

Operational Support ($11,500 - 9% of total budget):

- Equipment Rental ($3,500): Audio-visual equipment for performances and presentations
- Vehicle Lease ($3,000): Transportation for community outreach and program activities
- Marketing ($3,000): Multilingual promotional materials and community outreach
- Data Collection Tools ($2,000): Impact measurement and program evaluation resources

This budget structure directly supports our key outcomes:

1. Cultural Preservation:
- Comprehensive coverage of regional traditions through expert instructors
- Investment in authentic cultural materials and resources
- Professional documentation of cultural practices
2. Youth Development:
- Age-appropriate educational materials
- Interactive learning supplies
- Structured program delivery through qualified instructors
3. Community Engagement:
- Marketing and outreach to diverse communities
- Transportation support for broader participation
- Documentation tools for community impact
4. Program Sustainability:
- Professional coordination and management
- Quality equipment and materials
- Evaluation and documentation resources

The budget leverages an additional $150,000 in pending support through corporate sponsorships ($75,000), facility revenues ($50,000), cash donations ($15,000), and in-kind contributions ($10,000). This comprehensive funding approach ensures program sustainability while maximizing community impact.

Our detailed evaluation framework will track:

- Number of participants in each cultural program
- Cultural knowledge acquisition through pre/post assessments
- Participant satisfaction ratings
- Community partnership engagement
- Intergenerational participation metrics
- Program sustainability indicators

This strategic allocation of resources ensures high-quality cultural programming while building long-term capacity for Filipino cultural preservation and youth development in Hawaii.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. ***(3,000 character count limit)***

PROGRAM IMPLEMENTATION TIMELINE: October 2025 - September 2026

PHASE 1: Program Development (October-December 2025)

October: Program Infrastructure

- Identify partners and instructors
- Finalize instructor contracts
- Confirm facility schedules
- Order equipment/supplies
- Set up registration system

October: Curriculum Development

- Cultural arts curriculum finalization
- Teaching materials preparation
- Assessment tool development
- Documentation protocols establishment

November-December: Partnership Building

- School partnership MOUs
- Community organization agreements
- Facility use arrangements
- Volunteer recruitment

December: Marketing & Outreach

- Program announcements
- Registration opening
- School outreach scheduling
- Community presentations

December: Staff Training

- Instructor orientation
- Safety protocol review
- Documentation training
- Administrative procedures

PHASE 2: Program Launch (January-March 2026)

January 2026: Week 1: Program Launch

- Cultural classes begin
- Language programs start
- Music instruction initiation
- Documentation begins

February 2026:

- First school outreach events
- Progress assessments
- Parent meetings
- Initial performances

March 2026:

- Quarterly evaluations
- Progress showcases
- Resource distribution
- Partnership review

QUARTER 3: Program Expansion (April-September 2026)

April-June 2026:

- Cultural Summit preparation
- Exhibition development
- Performance rehearsals
- Documentation review

July 2026:

- Cultural Summit execution
- School presentations
- Community performances
- Midyear evaluation

August-September 2026:

- Resource updates
- Partnership expansion

QUARTER 4: Culmination & Evaluation (October 2026)

December 2026: Program Wrap-up

- Final Documentation compilation
- Documentation completion
- Sustainability planning
- Recognition events

Weekly Ongoing Activities: Reporting & Planning

- Data analysis
- Report preparation
- Sustainability implementation
- Future planning

Monthly Activities:

- Progress assessments
- Staff meetings
- Partner updates
- Report preparation
- Community outreach

Quarterly Deliverables:

- Participant progress reports
- Program evaluation data
- Financial reports
- Partnership updates
- Documentation compilation

This timeline ensures:

- Systematic program implementation
- Regular evaluation points
- Clear accountability measures
- Sustainable development
- Community engagement
- Quality control
- Documentation completion

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. ***(3,000 character count limit)***

The Filipino Community Center's two-decade legacy of cultural programming demonstrates our proven capacity to deliver sustainable, impactful community programs. Our track record is built on established programs that have consistently served the community while preserving and perpetuating Filipino culture.

Our longest-running cultural program, Filipino Fiesta, exemplifies our commitment to traditional arts preservation. Since the establishment of the Center more than 20 years ago, we have hosted the largest Filipino cultural celebration in Hawai'i, engaging different community organizations and stakeholders in mounting exhibitions, cultural marketplace, and performances during Fiesta held every May.

We have also maintained regular cultural classes on traditional dances (tinikling, folk dance) and musical instruments (bandang kawayan, rondalla), creating a reliable training ground for Filipino performance arts. The program's longevity and regular weekend schedule demonstrates our ability to sustain cultural programming and engage participants consistently.

Our success in youth engagement is evidenced through multiple programs. The Filipino for Kids Program, a half-day twice a year initiative has provided focused cultural education for youth since 2013. These programs showcase our ability to engage younger generations in cultural preservation while maintaining consistent participation.

The Filcom Sundays program further demonstrates our expertise in cultural arts instruction. By combining music and dance elements in weekly sessions, this program has successfully preserved traditional performing arts while building community participation.

Our major cultural events highlight our ability to organize and execute large-scale community celebrations. The annual Filipino Fiesta and Parade, our signature event since 2002, consistently draws over 5,000 participants through its multiple components, including the traditional Santacruzan procession and Flores de Mayo celebration. Monthly FilCom Sundays regularly attract over 200 community members, providing a consistent platform for cultural sharing and community building.

The success of our regular programming is complemented by annual celebrations like Pasko sa FilCom (December) and the Bayanihan Gala (October), which have become established

community traditions. These events demonstrate our ability to maintain cultural programming while adapting to community needs and interests.

Our integrated approach to programming creates natural synergies between different activities. Performance groups regularly contribute to cultural events, while language programs enhance cultural understanding across all activities. This interconnected programming approach strengthens community engagement while ensuring efficient resource utilization.

The consistent use of our 50,000-square-foot facility for multiple concurrent programs demonstrates our capacity for complex program management. From weekly cultural classes to major community events, we have established a track record of effective facility utilization that supports our mission of cultural preservation and community engagement.

Through these established programs, FilCom has demonstrated its ability to:

- Maintain long-term cultural initiatives
- Engage multiple generations
- Preserve traditional arts
- Build sustained community participation
- Create meaningful cultural impact
- Support youth development
- Foster cultural preservation

This proven track record provides a strong foundation for expanding our cultural programming through the proposed grant activities.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. ***(3,000 character count limit)***

The Filipino Community Center possesses comprehensive organizational capacity to successfully implement and sustain the proposed cultural programs, built upon our two decades of community service. Our foundation begins with our physical infrastructure - a 50,000-square-foot cultural center strategically located in Waipahu. This facility houses multiple dedicated spaces for our diverse programming needs, including specialized areas for dance and music instruction, language classrooms, and flexible spaces for cultural activities. The facility's ADA-compliant design ensures accessibility for all community members, supported by ample parking and public transportation access.

Our professional staffing structure provides the expertise and oversight necessary for successful program implementation. Led by our Executive Director's strategic vision, our team includes dedicated program coordinators, cultural manager, and administrative staff who bring both professional expertise and cultural knowledge to their roles. This core team is enriched by our extensive network of cultural practitioners, including traditional dance

instructors, music directors, and language teachers who serve as authentic cultural knowledge bearers.

The Center's fiscal management demonstrates strong capacity through diversified funding streams and robust financial controls. Our experienced Board of Directors and finance committee maintain careful oversight of resources, implements sound accounting practices, and ensures regular auditing for transparency. This fiscal responsibility extends to our comprehensive resource management systems, which efficiently track and maintain our cultural equipment, materials, and space utilization.

Our strong community partnerships significantly enhance our implementation capacity. We maintain active collaborations with the local schools and cultural organizations, creating a robust support network for our programs. These partnerships are complemented by strong relationships with business sponsors, media partners, and an engaged volunteer network, all contributing to program sustainability.

The Center's cultural resources form a rich foundation for program delivery. Our inventory includes traditional instruments, cultural costumes, and extensive educational materials. Beyond physical assets, we maintain a valuable knowledge base of cultural curriculum, teaching materials, and digital resources, all properly archived for future reference.

Our stakeholder relationships create a supportive ecosystem for program success. Strong connections with education networks, youth organizations, senior groups, and community leaders ensure broad community engagement. These are enhanced by professional relationships with arts organizations, cultural institutions, and government agencies, creating a comprehensive support structure.

Looking toward the future, our sustainability measures ensure long-term program viability. Through careful succession planning, ongoing staff development, and continuous resource building, we maintain program continuity while planning for growth. Our strategic planning process regularly assesses opportunities for expansion and innovation while measuring community impact.

Through this robust infrastructure, the Filipino Community Center demonstrates the necessary capacity to:

- Deliver high-quality cultural programming
- Maintain strong fiscal oversight
- Ensure program sustainability
- Maximize community impact
- Preserve cultural heritage
- Support intergenerational learning
- Build lasting community connections

This established capacity, combined with our proven track record, positions us to successfully achieve the proposed program outcomes while creating lasting community benefit.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

The Filipino Community Center has developed a comprehensive sustainability strategy to ensure our cultural programs continue and expand beyond the grant period. Our plan balances accessibility with financial sustainability while strengthening our community impact.

At the core of our sustainability approach is a thoughtfully structured revenue generation model. We will maintain our commitment to serving low-income communities through free program access while implementing a sliding scale fee structure for participants with greater financial capacity. This will be complemented by premium workshop offerings and special performance opportunities, creating a tiered system that supports program sustainability while ensuring broad community access. Additionally, we will develop cultural products, including traditional music recordings, educational materials, and cultural resource kits, creating ongoing revenue streams while furthering our mission of cultural preservation.

Partnership development forms another crucial pillar of our sustainability plan. We will expand our existing educational collaborations, developing formal partnerships with school districts for after-school and summer programs. These partnerships will be strengthened by corporate sponsorship opportunities, including program naming rights and performance series sponsorships, creating mutual benefit while supporting program continuation.

Resource building ensures long-term program viability. We will systematically expand our cultural assets, including our instrument inventory and costume collection, while creating comprehensive digital archives and teaching materials. Simultaneously, we will invest in workforce development, training the next generation of cultural practitioners through apprenticeships and youth leadership programs.

Community investment strategies will deepen program sustainability. This will be supported by targeted fundraising initiatives, including an annual giving campaign and cultural celebration events, building a broad base of community support.

Operational efficiency measures will maximize resource utilization through equipment sharing, coordinated volunteer management, and streamlined administrative processes. Program enhancement through cross-program integration and multi-generational activities will increase impact while optimizing resources.

To ensure financial stability, we will diversify our funding streams through a strategic mix of government grants, foundation support, corporate giving, and individual donations. Long-term financial planning includes establishing an endowment fund and building operating reserves, creating a strong foundation for future growth.

Through this multi-faceted approach, we ensure not only program continuation but also expansion of our cultural preservation efforts, creating lasting community impact while building sustainable financial support.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

The Filipino Community Center possesses robust organizational capacity and resources to implement our sustainability plan, built upon a foundation of established infrastructure, experienced leadership, and strong community support.

At the heart of our capacity is our 50,000-square-foot facility in Waipahu. This stable physical infrastructure significantly reduces long-term operational uncertainties and provides consistent, reliable space for program delivery. The facility's established maintenance and operational systems allow us to focus our resources and energy on program quality and expansion rather than facility concerns. The facility also generates stable rental revenues which help support and fund the Center's cultural programs.

Our staffing structure demonstrates depth and expertise critical for long-term sustainability. Led by our Executive Director's strategic vision, our team includes a dedicated program director overseeing all programs, an administrative officer focused on office operations, program coordinators to oversee specific events and activities, and an experienced Board of Directors overseeing fiscal health and operational sustainability. More importantly, we maintain a rich network of cultural practitioners and instructors, many of whom have been with FilCom for over a decade. These cultural experts not only deliver programs but actively train the next generation of instructors, ensuring the preservation and transmission of authentic cultural knowledge.

Financial sustainability is anchored in our diverse funding structure. We maintain a balanced portfolio of support including government grants, private foundation funding, and individual donors. This is complemented by earned income through our facility rental program and cost-effective program management systems. Our strong financial controls and reporting mechanisms ensure transparent, responsible resource management.

Our extensive partnership network significantly enhances our implementation capacity. We maintain active collaborations with schools, corporate sponsors, media partners, and cultural organizations. These relationships provide both programmatic support and resource leverage, creating a robust support system for sustained operations.

Efficient resource management systems underpin our operational capacity. We maintain comprehensive equipment inventory and maintenance programs.

The oversight and guidance of our board of directors further strengthens our sustainability capacity. Board members bring diverse expertise in strategic planning, community relations, and financial management, while serving as active advocates for our mission and programs.

This comprehensive capacity enables FilCom to maintain program quality, ensure fiscal responsibility, build community support, preserve cultural knowledge, and create lasting community impact. Through these established resources and systems, we are well-positioned to not only sustain but expand our cultural preservation efforts beyond the grant period.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: CT-DCS-2500064
   Grant Period: 1 OCTOBER 2024 Grant Amount: $10,000
   Grant Purpose: 2025 FILIPINO FIESTA
   Grant Activity Status: X Underway ☐ Completed ☐ Canceled
   Administrating Division: DEPARTMENT OF COMMUNITY SERVICES

2. Grant Activity Name & Contract #: CT-DCS-2400063
   Grant Period: 6 SEPTEMBER 2023 Grant Amount: $10,000
   Grant Purpose: 2024 FILIPINO FIESTA
   Grant Activity Status: ☐ Underway X Completed ☐ Canceled
   Administrating Division: DEPARTMENT OF COMMUNITY SERVICES

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

X Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

The Filipino Community Center's Cultural Heritage & Youth Development Programs embody the Age-Friendly Honolulu vision by seamlessly integrating senior engagement with intergenerational cultural preservation. Our approach creates meaningful connections across age groups while ensuring all community members can actively participate in cultural activities, regardless of age or ability.

Central to our age-friendly approach is the elevation of kupuna as cultural knowledge bearers. Senior practitioners serve as lead instructors in traditional arts, sharing not just techniques but lifetimes of cultural wisdom. This teaching role provides meaningful engagement for our elderly community members while creating natural mentorship opportunities with younger generations. The program design intentionally creates collaborative spaces where youth and elders work together in cultural performances, documentation projects, and shared learning experiences.

Active aging is promoted through thoughtfully designed cultural activities. Our dance and music programs include modified instruction options, ensuring participants of all abilities can engage meaningfully. Whether through adapted dance movements, seated musical activities, or flexible participation formats, seniors can remain actively involved in cultural preservation. These activities are structured to promote regular social interaction through group activities and community celebrations, combating isolation while building cultural connections.

Our commitment to accessibility is reflected in both our physical space and program design. The FilCom Center's ADA-compliant facility features accessible program spaces, comfortable seating areas, and strategically placed rest stations. Support services include transportation assistance, multi-lingual materials, and personal assistance when needed, ensuring all participants can fully engage in cultural activities.

To meet additional reporting requirements, we have developed comprehensive monitoring and evaluation systems. Our registration system captures detailed participant demographics, including age distribution and physical location. Regular program monitoring tracks attendance patterns, support service utilization, and program modifications. Impact assessment measures intergenerational interactions, social connection outcomes, and cultural knowledge transmission.

Our evaluation framework includes systematic participant surveys, family feedback mechanisms, and staff observations. We maintain detailed documentation of program adaptations, support services, and participant experiences, creating a rich record of program impact. These systems allow us to continuously improve our age-friendly initiatives while meeting all reporting requirements.

Through this comprehensive approach, FilCom creates truly inclusive cultural programming that serves all ages while preserving and perpetuating Filipino cultural heritage for future generations.

Proposal 153

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	The Hawaiian Church of Hawai'i Nei
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Kala Loa Kala – The Forgiveness Project

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

The Hawaiian Church of Hawai'i Nei (HCHN) is an indigenous cultural faith-based organization committed to strengthening and empowering Hawaiian spirituality through traditional Hawaiian ceremonies, rituals and protocols. Kahu Quintero served the Native Hawaiian community with cultural services since 2003, establishing HCHN in 2015. From 2012-2015, Kahu volunteered in Halawa Prison & worked directly with the pa'ahao developing the Makahiki service

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

There is no Native Hawaiian spirituality in the DPS for incarcerated Native Hawaiians. Pa'ahao will practice Hawaiian oli, ceremonies, protocols, arts & crafts. Empowered, this program will benefit the pa'ahao their ohana, & the community with healing, improved relationships & decrease the recidivism rate & enhance rehabilitation, the vicious intergenerational cycle of incarceration will be broken

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Measures will be at 3 areas: Effectiveness of services towards its effect on Pa'ahao & their ohana, risk of future incarceration for children, including its subsequent decline, Native Hawaiian are most vulnerable as they are victims of domestic violence, substance abuse, mental health disabilities & homelessness. We estimate over 85% Native Hawaiian pa'ahao at Halawa and WCCC will participate.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☒ District 3 $75,000
☐ District 4 $	☐ District 5 $	☐ District 6 $

☒ District 7 $75,000	☐ District 8 $	☐ District 9 $
Total Amount Requested (must be $25,000 to $150,000)	$150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☒ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Debra M. 'Ihilani Chu — 12/4/2024

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title: Debra M. 'Ihilani Chu, Kia`i Kahoa

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Joseph L. Quintero
(Signature)

Joseph L. Quintero
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Debra M. `Ihilani Chu (name), Kia'i Kahoa (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Joseph L. Quintero
(Signature)

Joseph L. Quintero
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 20th day of NOVEMBER, 2024, before me appeared JOSEPH L QUINTERO, personally known to me, who, being by me duly sworn, did say that he/she is the PRESIDENT of THE HAWAIIAN CHURCH OF HANAIMELE and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said SIGNER acknowledged said instrument to be the free act and deed of said corporation.

EVA M. KWONG NOTARY 2000-131 PUBLIC STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: MARCH 26 2028

Doc. Date: 11-20-2024 # Pages 1
Name: EVA M KWONG Circuit
Doc. Description: CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS 11-20 2024
Signature Date

NOTARY CERTIFICATION

EVA M. KWONG NOTARY 2000-131 PUBLIC STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Our program is consistent with and supports trauma-informed care. This is important because in 2022 the Legislature passed Act 291 which created the Office of Wellness and Resilience as a semi-autonomous authority with the office of the Governor to support and implement the statewide framework developed by the trauma-informed care task force. In February, 2024 Governor Green signed Executive Order 24-01 declaring Hawai'i a "trauma-informed state" and directing state Departments to collaborate with the Office of Wellness and Resilience's efforts. Additionally, State departments were ordered to integrate and implement trauma-informed care principles, when appropriate, to help mitigate the impact of ACEs and build resilience in children, adults, families, and communities, as well as our state workforce. Also, the HCR 85 Task Force on Prison Reform stressed the need for incarcerated women to maintain a relationship with their children through in-person visits. Our program is important and needed because currently there is no entity advocating for Native Hawaiian cultural practitioners and Hawaiian spirituality in the Department of Public Safety showing a need for this program. This is a stark ironic contrast to non-indigenous religions that are well recognized and well accepted at all correctional facilities in Hawai'i Nei. HCHN will also be satisfying the instructions of the Court in Holbron, et al. vs. Espinda, et al., Civil No. 16-1-0692-04 JHA. By supplying Hawaiian sacred religious resources and traditional Hawaiian ceremonies to the pa'ahao within the Department of Public Safety, the pa'ahao will embrace their kuleana as proud Hawaiian men and women, husbands and wives, mothers and fathers and grandparents within the context of the traditional values of Hawaiian spirituality, breaking the vicious cycle of incarceration plaguing the Native Hawaiian community and their 'ohana, especially the keiki who look to their parents as role models. Ka Hale Pule Pa'ahao will strengthen Native Hawaiian identity amongst a group of individuals who need it the most, incarcerated Native Hawaiians. The pa'ahao will be preserving and practicing traditional Hawaiian oli, ceremonies and protocols with their sacred items as well as traditional Hawaiian arts and crafts. Through this project, the pa'ahao will not only be ensuring the survival of these cultural practices and traditions, they will strengthen their Hawaiian spirituality, their identity and their mana as Native Hawaiian men and women. Through this strengthening, they will begin to break the cycle of incarceration among the pa'ahao, their 'ohana and the Native Hawaiian community. The proposed project will benefit the Native Hawaiian pa'ahao. The empowerment that comes from this cultural services project will benefit not only the pa'ahao but their 'ohana, as well as their community with healing, improvement of relationships, good health and wellness and spiritual strength. This will decrease the recidivism rate to be reduced and enhance rehabilitation within the prison. Kahu Loko'olu has witnessed this kind of impact in the three years he was working with the pa'ahao for the Makahiki services. The ACO's (prison guards) even told Kahu Loko'olu that they noticed and see the change and mannerisms of the pa'ahao as exemplary 24/7. Most importantly, we believe it will benefit the children of

the pa'ahao. As their parents' and grandparents' growth in Hawaiian spirituality continues, the vicious intergenerational cycle of incarceration will begin to be broken.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Our project provides any & all Hawaiian religious sacred items to the incarcerated Hawaiian men & women as well as provide cultural & spiritual guidance,support & education through oli, pule, ceremonies, protocols & other cultural arts.The DPS has a list of sacred items the pa'ahao are legally able to possess. HCHN will plan with the DPS to provide time for the pa'ahao to ceremonially prepare and receive their sacred items.HCHN will fulfill requests by the pa'ahao for sacred items by ceremonially gifting the items, including if needed, training and assisting of completing some items for various traditional Hawaiian ceremonies. One of the sacred items on the list is the kihei. HCHN will provide the hemmed fabric material & with authentic prayers pass the kihei on to the pa'ahao. After the kihei has been ceremonially passed on to the pa'ahao, the pa'ahao will be trained to print their own sacred garments. These traditional kihei will be produced with natural Hawaiian dyes of 'olena powder, 'alaea powder, kukui dye & soot. Pa'ahao will be appropriately trained by HCHN staff to learn the correct oli to put on their kihei with 'ohe kapala (bamboo stamp). Spiritual Classes will be held weekly at the facility.

- Ceremonially distribute the sacred items to the pa'ahao
- Learn oli for ceremonies and spiritual healing
- Distribute literature for ceremonial daily practice, including guidance booklets, prayer cards and for placement in the correctional facilities' chapels.
- Ceremonially prepare their pu'olo with prayer & the following elements: pa'akai, dried limu kala, 'olena & wrapped in a ti leaf as one of the pa'ahao's retention items.
- Learn to make their lei adornments
- Learn the oli for putting on their lei adornments
- Workshop for the pa'ahao to print their kihei, malo, pa'u and kikepa for Hawaiian ceremonial practices, in their cell, module, for Makahiki events
- Learn the oli for putting on their kihei and pa'u

The proposed project will benefit the Native Hawaiian pa'ahao, will strengthen Native Hawaiian identity amongst a group of individuals who need it the most, incarcerated Native Hawaiians. The pa'ahao will be preserving & practicing traditional Hawaiian oli, ceremonies and protocols with their sacred items as well as traditional Hawaiian arts and crafts. Through this project, the pa'ahao will not only be ensuring the survival of these cultural practices and traditions, they will strengthen their Hawaiian spirituality, their identity & their mana as Native Hawaiian men & women. Through this strengthening, they will begin to break the cycle of incarceration among the pa'ahao, their ohana & the Native Hawaiian community. The empowerment that comes from this cultural services project will benefit not only the pa'ahao but their 'ohana, as well as their community with healing, improvement of relationships, good health, wellness & spiritual strength. This will decrease the recidivism rate to be reduced and enhance rehabilitation within the prison system.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Given the importance of Ka Hale Pule Pa'ahao to the Native Hawaiians within the DPS, quality assurance measures will be put in place at three distinct areas of importance: the assurance of robust delivery of Hawaiian spirituality and sacred objects to the pa'ahao; the effectiveness of these services in achieving the desired goals of this ministry, and the feedback necessary to ensure that Ka Hale Pule Pa'ahao is continuously in alignment with the strategic priority of strengthening Native Hawaiian identity, and preserving, practicing, and perpetuating cultural practices & traditions. The robustness of delivery of these services is ensured by the extensive authentic training of Kahuna for the ministry under Kahu Loko'olu & the extensive teaching & knowledge of Kia'i Kahoa 'Ihilani. The effectiveness of these services will be ensured by assessing a sampling of the participating pa'ahao in regards to fulfilling their spiritual needs as Native Hawaiians with an eye towards its effect on their 'ohana. HCHN believes the approach of measuring the risk of future incarceration for children of pa'ahao is not just a proxy for the effect that the Ministry is having, we believe it to the most relevant & important of any metrics that should be evaluated. While the role of children & family is important in most cultures, importance of 'ohana & keiki is paramount within the Native Hawaiian culture. We believe objective measurement of this risk, its subsequent decline, will be a virtuous self-reinforcing cycle, constantly motivating the pa'ahao to further strengthen their Native Hawaiian religious practices. Worldwide, prisoners tell themselves their greatest wish is that their children do not make the same mistakes they did. For Native Hawaiians practicing the ancient Hawaiian religion, it is not just the prisoners that are telling themselves that they do not want their children to make the same mistakes, it is their 'ohana, it is the community, it is their children, their grandchildren, generations not yet born, & their ancestors. As such the HCHN will be reaching out to culturally literate organizations with special expertise in Native Hawaiian children in order to collaborate to further define a quantifiable reproducible measurement that will fulfill this important purpose. As a Hawaiian religious and spiritual ministry to the pa'ahao, as a Hawaiian religious & spiritual ministry to the pa'ahao, 100% of the participant base is Native Hawaiian that are deemed to be the most vulnerable because they are victims of domestic violence, substance abuse, mental health, disabilities, & have experienced homelessness. We also plan to help the children of these incarcerated men & women by including them in the cultural activities whereby strengthening their bond. Based on recent experience & growth, HCHN estimates that over 85% of the Native Hawaiian pa'ahao at Halawa & Women's Community Correctional Center will eventually participate in the program.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

INPUTS Who will you need to carry out your activities?	**ACTIVITIES** What will you do and for how long will you perform activities to achieve your outcomes?	**OUTPUTS** What quantifiable results will your activities achieve in order to meet your outcomes?
Project Manager - for 40 hrs a month for 12 months Kahuna (Project Staff/Priest) - for 30 hrs a month for 12 months Kahuna (Project Staff/Priest) - for 30 hrs a month for 12 months Kahuna (Project Staff/Priest) - for 30 hrs a month for 12 months Kahuna (Project Staff/Priest) - for 30 hrs a month for 12 months Kahuna (Project Staff/Priest) - for 30 hrs a month for 12 months	Once a week for a period of 12 months, 5 staff will visit a Correctional Facility for 2 to 3 hours to prepare, coordinate, administer and teach the cultural protocols such as oli, ceremonies and sacred item craft workshops such as printing kihei, making lei, or any functions needed throughout the duration of the grant. All classes will consist of time to review resource booklets and Oli cards to learn oli involved for cleansing, healing, purification. Some classes will consist of instruction and implementing the creation of sacred items needed for Makahiki Ceremony, such as constructing the lele, wrapping of Ho'okupu, including going over protocol procedures.	Protocol Classes will be conducted with an average attendance of 30 - 50 participants each. Total reach: 40 Pa'ahao members Making Sacred Item classes will be conducted with an average attendance of 30 - 50 participants for each workshop. Total reach: 40 Pa'ahao members 100 total Pa'ahao members will have received the resource booklet & oli cards

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

5 Kahuna (Staff/Priest) $14,040 - $39 hr or $1,170 x 12 mo - 1 day a wk visit Correctional facility to prepare, coordinate, administer & teach the cultural protocols such as oli, ceremonies & sacred item craft workshops, any functions during the grant
Project Mgr $20,400 - $42.50 hr or $1,700 a mo x 12 or 480 hrs for 12 mo to manage any partners, Kahuna & Kako'o, monitor grant, reports & overall functions to administer, maintain & manage project for the duration of the grant
Exec Dir $13,800 - $57.5 hr for 20 hr per mo or $1,150 x 12 mo to prepare & organize logistics, monitor office, reporting & overall functions to administer, maintain & manage admin tasks, implementation, record keeping, registration, any functions during the grant
Office Staff $7,500 - $25 hr or $625 a mo or $625 x 12 or 300 hrs for 12 mo to prepare & organize logistics, monitor office, reporting & overall functions to administer, maintain & manage admin tasks, implementation, record keeping, registration, any functions during the grant
Accountant - $7,500 - $50 hr for 12.5 hr or $625 a mo or $625 x 12 mo - $7,500 Maintain financial ledger, payroll, bookkeeping, any functions during the grant
FICA/Medicare - $2,150
Storage for equipment @$200 per mo x 12 - $2,400
Facility @$537.5 per mo for 12 mo - $6,450
Space for the project, to prepare & organize logistics, clean & maintain equipment, preparation of equipment for ceremonies, monitor grant, reporting & overall functions to administer, maintain & manage project admin tasks, data collection & implementation, record keeping, registration, performance measurement data, any functions during the grant
Utilities - $43.75 per mo x 12 mo - $525
Telecommunications - $43.75 per mo x 12 mo - $525
Ti Leaf @$0.25 a leaf x 4,000 leaves for 4 separate events @50 people per Ceremonial event - $1,000
Office Supplies - $550
Fabric for Kihei, Kikepa, Malo & Ceremonial drape that is attached to each side of the staff of Lono @$4 a yard for 600 yards or 182 kihei, kikepa, malo & 2 ceremonial drape - $2,400
4 Conch Shell @$50 ea - $200-For opening & closing ceremonies, any functions during the grant
30 Ohe Kapala – @$30 ea x 10 - $300-Traditional Hawaiian Stamps to print Kihei, Kikepa & Malo
Moa Pahe'e – @$100 ea x 18 - $1,800-Traditional Game for Makahiki
Ulumaika – @$125 ea x 16 - $2,000-Traditional Game for Makahiki
Konane – Traditional Game for Makahiki @$120 ea x 20 - $2,400
Ki'i w/Staff - $2,500- Image of Lono for Makahiki opening & closing ceremony, any functions during the grant
2 Lele w/Kaula - $1,000-Bamboo pieces to make the Alter for ho'okupu for opening & closing Makahiki ceremonies, any functions during the grant
Sewing Machine x 3 - $1,000- to hem fabric to make Kihei, Kikepa, Malo, drape for Lono's staff, any functions during the grant
Spiritual Resource Booklets & Oli Cards for 2 separate facilities @$5 a Booklet x 3-Weekly Service Guide, Opening & Closing Makahiki for a total of 600 Booklets - $3,000
Oli Cards – Packet 7 cards for 300 sets - $1,200

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

TIMELINE

Once a week for a period of 12 months, 5 staff will visit a Correctional Facility for 2 to 3 hours to prepare, coordinate, administer and teach the cultural protocols such as oli, ceremonies and sacred item craft workshops such as printing kihei, making lei, or any functions needed throughout the duration of the grant.

All classes will consist of time to review resource booklets and Oli cards to learn oli involved for cleansing, healing, purification.

Some classes will consist of instruction and implementing the creation of sacred items needed for Makahiki Ceremony, such as constructing the lele, wrapping of Ho'okupu, including going over protocol procedures.

SHORT-TERM

After attending the classes, 80% of the participants demonstrate an increased understanding of available resources and their effective utilization for their Spirituality and over all wellness.

At least 70% of participants who attend the classes express a stronger interest in actively participating in Hawaiian ceremonies and continue to make sacred items healing and forgiveness.

In post event evaluations, 90% of participants rate the program as valuable, informative and relevant in their need to care for well being spiritually as well as emotionally and physically.

Following the workshops, 75% of participants report establishing new connections and networks with in the Hawaiian community to continue to care for themselves, their Ohana and Keiki culturally and properly.

MEDIUM TO LONG-TERM

Over a two-year period, a steady 30% increase in the utilization of available resources by community. Data collected through periodic surveys & reported resource utilization compared to initial data collection.

Over a five-year period, a 50% increase in participants actively engaging in community activities.

Over a ten-year period of time, 90% increase of the next generation of community members continuous involvement.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

During Kahu Loko'olu Quintero's service at Halawa Prison, the participation level went from approximately ten Native Hawaiians participating in the Makahiki service to 50 Native Hawaiians and more than 100 plus on a waiting list. Kahu Loko'olu has witnessed this kind of impact in the three years he was working with the pa'ahao for the Makahiki services. The ACO's (prison guards) even told Kahu Loko'olu that they notice and see the change and mannerisms of the pa'ahao as exemplary 24/7. Most importantly, we believe it will benefit the children of the pa'ahao. As their parents' growth in Hawaiian spirituality continues, the vicious intergenerational cycle of incarceration will begin to be broken. While there have been some attempts at accommodating the spiritual needs of Native Hawaiian religious practitioners, these attempts have been limited, fragmented, and are not coordinated with other correctional facilities throughout Hawai'i. The Makahiki Service is currently the only religious ceremony provided as other religious ceremonies and practices are limited by the availability of practitioners with appropriate lineage, as well as depth and breadth of training. Ka Hale Pule Pa'ahao will consolidate these fragmented attempts, provide access to appropriate sacred items and ceremonies, building and strengthening a foundation that has already begun to be laid though not yet complete. Ka Hale Pule Pa'ahao will expand upon the solitary Makahiki Service currently provided.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

HCHN promotes, protects, and preserves Native Hawaiian religious practices: spiritual and physical healing: spiritual and physical health; self-reflective understanding; ho'oponopono; and peace for people worldwide.

Kahuna (Staff) – Kahu Loko'olu Quintero's team of Kahuna have significant expertise in ceremonial protocol. The Kahuna will be further trained by Kahu Loko'olu to assist in the preparation and performing the traditional ceremonies with the pa'ahao. The Kahuna will participate in and develop further expertise in the craftsmanship of sacred items and in all aspects of the cultural workshops with the pa'ahao and the community.

Crafters – The crafters are cultural practitioners that will create the sacred items. In order of preference, there are four avenues to obtain the sacred items. First, cultural workshops with the pa'ahao in which they will learn to make their pu'olo of pa'akai, their 'ohe kapala (bamboo stamp) to print their own kihei, malo, pa'u or kikepa. Second, cultural workshops engaging the community to make the sacred items for the pa'ahao. Third, sacred items made by the crafters themselves and finally the actual purchase of the sacred items from the crafter.

Cultural Kako'o – The cultural kako'o are cultural practitioners who will participate in ceremonies with the pa'ahao and/or assist with making the sacred items.

Administrative Personnel – Will help support the work of the Ka Hale Pule Pa'ahao project. They will also work with receiving, organizing and preparing the sacred items for distribution.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Kahu Loko'olu created ceremonial service booklets, prayer cards of traditional oli for healing, cleansing, good health, protection, gratitude; as well as other tools to further their journey in Native Hawaiian spirituality. Both the ceremonial service booklets and prayer cards would also be placed in the correctional facilities' chapels. In addition, Kahu Loko'olu has built a website in accordance with the Department of Public Safety's request to be an outside vendor for the Native Hawaiian inmate population under the Department of Public Safety's wardship. The HCHN's website has a page on prison ministry where the sacred items needed for Hawaiian religious ceremonies are made available for the pa'ahao.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

HCHN has built trust and relationships with Native Hawaiian communities and will request and invite these people and cultural practitioners to participate in ceremonies with the pa'ahao, assist with craftsmanship of sacred items, help with office work including organizing and preparing the sacred items for distribution, request donations of sacred items and request donations of natural resources for sacred items and ceremonies. Another outreach strategy is through the community workshops, HCHN will be able to request and invite these people for ceremony participation, office assistance and donations. HCHN's Kahu, project team, members and supporters will get the word out in a non-stigmatizing manner for participants within the Native Hawaiian community to get involved with this project through ceremony participation, office assistance and donations. We believe objective measurement of this risk, and its subsequent decline, will be a virtuous self-reinforcing cycle, constantly motivating the pa'ahao to further strengthen their Native Hawaiian religious practices. Worldwide, prisoners tell themselves their greatest wish is that their children do not make the same mistakes they did. For Native Hawaiians practicing the ancient Hawaiian religion, it is not just the prisoners that are telling themselves that they do not want their children to make the same mistakes, it is their 'ohana, it is the community, it is their children, their grandchildren, generations not yet born, and their ancestors. As such the Hawaiian Church of Hawai'i Nei will be reaching out to culturally literate organizations with special expertise in Native Hawaiian children in order to collaborate to further define a quantifiable reproducible measurement that will fulfill this important purpose.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	The Legal Clinic
B. Is Grantee a Fiscal Sponsor?	☐ ☒No
C. Grant Activity Name:	Immigration Legal Services for Oahu's Most Vulnerable

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

The mission of The Legal Clinic (TLC) is to ensure justice for low-income immigrants and migrants in Hawai'i through high-quality immigration legal services, education, and advocacy. TLC was founded in 2017(501c3 since 2019) by a group of immigration lawyers and community leaders to address the dire needs of those who could not obtain citizenship, work authorization, or relief from deportation.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

TLC provides immigration legal services and representation to low-income Oahu residents, trains law students and others to provide these services, and offers up to date information to the public on immigration-related issues. These are critical services in Honolulu County, where many non-citizen residents need help navigating complex immigration law and can't afford a private attorney.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

TLC will provide free high quality immigration legal services to at least 100 unique individuals (low-income), provide training or experience in immigration legal services to at least 10 students, interns, and/or other non-attorneys and non-immigration attorneys; and coordinate or participate in at least 6 immigration related trainigs workshops or other events. Over 1,000 individuals will learn about immigrant justice matters through these efforts.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $0	☒ District 2 $15,000	☐ District 3 $0
☐ District 4 $0	☐ District 5 $0	☒ District 6 $45,000
☒ District 7 $45,000	☐ District 8 $0	☒ District 9 $10,000

Total Amount Requested (must be $25,000 to $150,000)	$115,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☒ H. Public Service X Other (describe): Low-income immigrant residents of all ages	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Bettina Mok

November 21, 2024

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Bettina Mok, Executive Director

Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Corey YS Park
(Signature)

Corey YS Park
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Bethina Mok (name), Exec. Dir (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Corey YS Park
(Signature)

Corey YS Park
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 12th day of November, 2024, before me appeared Corey YS Park, personally known to me, who, being by me duly sworn, did say that he/she is the President of The Legal Clinic and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said he acknowledged said instrument to be the free act and deed of said corporation.

Neribel Chardon
Notary Public, State of Hawaii

My Commission expires: March 13, 2024

NERIBEL CHARDON NOTARY 22-32 PUBLIC STATE OF HAWAII

Doc. Date: Nov 12, 2024 # Pages 1
Name: Certif. of Bd Mtg Cltg. 1st Circuit
Doc. Description:
by Corey YS Park
Neribel Chardon Nov. 12, 2024
Signature Date
NOTARY CERTIFICATION

NERIBEL CHARDON NOTARY 22-32 PUBLIC STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

The City & County of Honolulu is home to more than 192,000 immigrants, nearly 1 in 5 residents—or 19.4%, which is higher than the national average of 13.6% (*New American Economy/NAE*).

With approximately 110,000 non-citizens statewide (*NAE*), of which an estimated 50,000+ are undocumented or under documented individuals (*Migration Policy Institute, 2019*), we can assume that Oahu is home to tens of thousands of undocumented residents and legal permanent residents who could be eligible for naturalization. These include residents who are seeking asylum for a wide range of compelling reasons, individuals who have overstayed their visas, and those with Deferred Action for Childhood Arrivals (DACA) status. Additionally, there are 39,000 U.S. citizen residents in Hawai‘i living with at least one undocumented family member, including an astonishing 8,000+ U.S. citizen children living with at least one undocumented parent (A*merican Immigration Council*). Immigrants without secure status cannot vote, travel freely, work legally, or access health benefits, and are at risk of deportation and family separation. Most individuals in these positions require assistance with applying for U.S. citizenship or changes in immigration status, since this is an incredibly complex area of law.

Lack of secure immigration status impacts households and communities in myriad ways, both social and economic. Immigrants and migrants, including COFA residents (citizens of Compacts of Free Association nations) are vital cultural and economic drivers in our communities, contributing $17.5 billion to Hawaii's GDP in 2018 and paying $874 million in state and local taxes *(NAE/AIC*). Immigrants make up one third of the state's tourism, entertainment and hospitality sector and one fourth of the manufacturing workforce. While these jobs are critical, as with other jobs heavily occupied by immigrants and migrants, such as agricultural and frontline workers, they are often very low paying. One fourth of Hawai‘i's immigrants earn less than $32,000 –double the rate within the general population—and over 42% (108,000+) live at or below what is considered the “Household Survival” level in Hawai‘i *(Aloha United Way 2020, New American Economy, 2021) and* are at considerable risk of prolonged financial insecurity. Low-income immigrants, in addition to facing language barriers and lack of information about their options, are often fearful of authorities and hesitant to seek support.

Legal representation helps keep families and communities together. National studies have shown that immigrants represented by legal counsel in immigration court are five times more likely to obtain legal relief, while detained individuals are up to 10.5 times more likely to achieve favorable outcome with legal representation. (Syracuse Univ. Transactional Records Access Clearinghouse, Apr. 2024). Yet, those appearing in immigration court have to secure their own attorney or represent themselves. There are no government-sponsored public

defenders in federal immigration court. Instead, immigrants who often don't speak English well or at all—even unaccompanied minors—are left to argue their own case against opposing government attorneys and before a federal judge. Such unfair barriers create serious due process concerns especially in deportation cases that could involve life or death consequences.

The New American Economy Index—which measures policies and economic outcomes indicating immigrant integration in the nation's 100 largest cities, continues to rank Honolulu near the very bottom of the list (95th place) in overall score, with a 1 out of 5 in legal support. There are currently fewer than 12 attorneys in the state, who offer pro bono immigration legal services year-round—and 3 of them are at The Legal Clinic. This is an overwhelming gap in the potential service needs for tens of thousands of Oahu residents seeking pathways to citizenship and greater security. Since the consequences of being without legal representation or advice can be extremely dire, it is critical that TLC continue its efforts to offer legal services, expand outreach efforts, and increase the capacity of the local legal sector to provide immigration legal services that meet a growing demand.

In anticipation of looming federal policies that would threaten the security and well-being of thousands in our state, TLC is working closely with partner organizations to ensure that high-quality legal guidance and up to date information is available to Oahu's most vulnerable residents in safe accessible settings, and that our clients are empowered on their path to a more secure immigration status, financial security, family unification and social integration.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Direct Immigration Legal Services for Low-Income Honolulu Residents

TLC will provide free immigration legal services to at least 100 rural and urban O'ahu residents who would otherwise not be able to afford an attorney. TLC's legal team will meet with clients to provide advice and counsel and to assist with paperwork such as green card renewals, family reunification petitions, and applications for citizenship and work authorizations. Attorneys will represent clients in immigration court for matters such as petitioning for asylum and relief from deportation. TLC's founders determined that providing accessible, high-quality immigration legal services is one of the most effective ways to protect the rights and security of Hawaii's most vulnerable immigrants.

Within Honolulu's small sector of nonprofit immigration legal service providers, TLC has the unique ability to represent multiple complex client cases in immigration court such as removal defense and asylum. These cases can involve hundreds of hours of work, and are often prohibitive for other nonprofits, but they can mean the difference between a family staying together in the U.S. and being separated indefinitely. TLC also assists clients with more routine matters that are still difficult for them to navigate alone and which—if resolved—can greatly impact a client's well-being. Resolving such matters with positive outcomes affords immigrants and migrants the ability to vote on community issues, work legally, travel without worry of being detained, and to apply for benefits and student loans.

Building Professional Capacity in Immigration Legal Services

To help increase the number of immigration legal service professionals in Honolulu, TLC will provide training in immigration legal services to at least 10 students, interns, and/or other non-attorneys or non-immigration attorneys—, through workshops, internships, and coaching. TLC is also training a cohort of interns and legal assistants across three Honolulu nonprofits to become certified as Accredited Representatives by the U.S. Department of Justice (DOJ). These DOJ Accredited Representatives are non-attorneys authorized to assist clients with U.S. Citizenship and Immigration Services applications for citizenship or green cards, and other matters with high quality immigration legal services in Honolulu.

Community Outreach & Education

TLC will coordinate or participate as a speaker/trainer in at least 6 immigration related trainings, webinars, or other events that promote immigrant rights and/or training in immigration legal services. Outreach efforts online and in immigrant-dense areas like Kalihi are aimed at increasing visibility and encouraging more immigrant and COFA residents to seek assistance with their immigration status needs. Over 1,000 individuals will learn about immigrant justice matters through these efforts. TLC also partners with other nonprofit immigrant service providers for outreach and public clinics.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

- 100 residents from households earning ≤ 200% of the federal poverty threshold will gain free immigration legal services from TLC.
- 10 law students, interns, and/or other non-attorneys and non-immigration attorneys will gain training or experience in immigration legal practices.
- TLC will reach at least 1,000 people through 6 trainings, workshops or other events on or related to immigrant rights/law.

These outcomes align with the City GIA objectives of using funds to provide services to economically and socially disadvantaged populations, and to the most vulnerable target populations. Most low-income immigrants, including seniors and children, fall into this category, and are often unable to gain or retain employment, healthcare, voting rights, or fulfill other basic needs, due to language barriers, discrimination, fear of authorities, and lack of access to information.

Immigration legal cases are typically very complex, labor-intensive, and costly. The Immigration Law & Justice Network estimates that one defensive asylum or removal defense case can take 80-100 hours of an attorney's time. Even more routine matters like applications for citizenship or document renewal can take over 15 hours of staff time, including screening, intake, tracking down client documents, follow-up meetings, court appearances, and helping secure language interpretation. Thus serving 100 clients with specialized legal services in addition to putting on events and trainings is an ambitious, but realistic, proposal.

Immigrants and their families will benefit from TLC‘s expert legal guidance and be able to explore options for permanent residency, citizenship, or other related needs in a safe and confidential environment. TLC will assist with green card or citizenship applications, removal defense, and petitions for family sponsorship or asylum, among other services. Clients will be reassured that their human rights will be protected under the law, through legal counsel. By extension, family members and employers of the petitioning immigrants may also benefit from

our clients being able to pursue opportunities for work and education, should they obtain permanent legal status or citizenship.

With the growing demands in this area, TLC recognizes that the current small pool of pro bono immigration attorneys cannot currently meet the needs of thousands of low-income immigrant Honolulu residents. The training of law students and others in the practice of immigration law is designed to ensure that there will be more immigration legal service providers available to serve this vulnerable community in the future. TLC already has a demonstrated track record of cultivating interest and talent in this sector, and in creating internships and job opportunities for immigration law practitioners in Honolulu.

Members of the public will benefit from info sessions, webinars, or other events, by gaining valuable information for themselves, their family members, and their employees.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Legal Services:
TLC will provide legal services for an average of 5-10 clients per month, serving a total of 100 clients over the contract period. Clients are referred to TLC by current and former clients, social workers, attorneys, and service providers such as Legal Aid Society of Hawai'i and Catholic Charities. TLC has a formal partnership with Pacific Gateway Center (PGC) which manages the State's immigrant resource centers, where TLC offers immigration legal services when needed.

Staff will meet with each client via phone, video, or in person. A TLC legal assistant conducts an initial eligibility screening with a new client and if appropriate, schedules a more in-depth intake call or attorney consultation for follow-up. Clients are asked to provide any required documents or information pertaining to their case.

TLC staff use a case management system to track case and client information. When needed, an attorney will attend court hearings and USCIS appointments with clients or visit them in the federal detention center. Success is largely measured by whether a matter is resolved or not, and while much of the outcome of a case depends on the decisions of the federal agencies and on a client's history, by filing client applications and representing them in immigration court, TLC's legal services offer the best opportunity possible for improved outcomes; even if that outcome is that the client is able to make informed decisions in the face of difficult options.

Training, Internships & Events:
TLC will engage the William S. Richardson School of Law (UH) to assist in recruiting law student interns for TLC internships. Outreach begins with fliers and emails to announce the opportunity, followed by student candidate interviews, and applicant selection. Internships typically take place in June and July. Spring or fall internships are also possible. Interns participate in actual case research, briefs, client appointments, team meetings, and assigned readings.

TLC attorneys may also coach (virtually or in person) non-immigration attorneys who are interested in the practice of immigration law, by assigning them client casework or involving

them in a training session, as well as coordinate and oversee the supervision and training of a cohort of non-attorneys who are seeking U.S. Department of Justice (U.S. DOJ) accreditation.

Through live-streaming and recorded webinars, and in-person events, TLC will raise awareness of immigration legal options and policies for Honolulu residents, especially immigrants and migrants, and/or social service providers.

Success will be measured by the interns', cohort trainees, and non-TLC attorneys' applied work during their time engaging with TLC, by the completion of the required internship hours, U.S. DOJ certification course work or pro bono casework, as well as attendee counts and feedback from trainees, trainings, and other events.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

Providing high quality legal counsel and related services in the complex area of immigration law to 100 clients requires many hours of attorney time year-round, as well as support from other staff positions, like legal assistant, paralegal, and administrators. We estimate that it will require the full-time work, year-round, of two attorneys and a paralegal, plus support from a legal assistant.

Fortunately, we have a history of securing funding from other sources to cover most of TLC's legal staff roles, and operational costs such as rent, IT, phone, training, supplies, equipment, and marketing. The funding requested from the City & County of Honolulu represents less than 10% of The Legal Clinic's overall operating budget in 2026. It would support one of our staff attorney positions over an eight-month period, also eight months of one of our legal assistant/paralegal positions, and the equivalent of one month of our executive director's wages (providing grant oversight/guidance, cultivating partnerships, managing staff).

Beyond direct client case work, the staff attorney's time would also be allocated to supervising a legal assistant/paralegal, coaching law school interns and other non-attorneys in immigration legal service work and speaking at events on immigration law topics.
TLC's legal assistant is the frontline communicator with prospective and existing clients. She also arranges for language interpretation when needed, determines financial eligibilty, schedules client appointments, prepares applications, follows up with clients to procure vital documents to support their petitions, and helps research and draft memos to support client cases.

Because of the increased reporting requirements to manage such a grant, we are also requesting $7,000 to help cover an accountant's fees. We are fortunate to have worked with the accounting firm Lacambra Associates on grant reporting and financial management over the past 3 years.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Oct-Dec 2025:

- TLC will assist 24 low-income clients with free immigration legal services (such as citizenship and asylum applications, removal/deportation defense, green card renewals or applications for employment authorization).

- TLC will convene a cohort of 6 DOJ Accredited Representatives-in-training and attorneys for resource sharing and professional development.
- TLC's ED and accountant work on year-end financials, and TLC sends out a year-end fundraising appeal to individual supporters.

Jan to Mar 2026:

- TLC will provide direct legal services to 25 additional clients, through client meetings, case management meetings, USCIS hearings, court appearances, writing briefs, filing applications, etc.
- TLC will convene a training session for the trainees in the DOJ Accredited Representative cohort, to learn about an aspect of immigration law practice.
- Staff put on a webinar or workshop for a wider audience, on naturalization, asylum, DACA, COFA status options, or other immigrant legal options/rights.

Apr to Jun 2026:

- TLC assists 30 more unique clients with free immigration legal services, while still supporting pending cases from past quarters.
- Recruitment for, and engagement of summer legal assistant interns begins.
- TLC puts on a training or speaks at a conference session for non-immigration attorneys in an aspect of immigration law or immigrant justice matters.

Jul to Sept 2026:

- TLC assists 28 more unique clients with immigration legal services.
- Staff attorneys supervise summer law student interns in immigration legal practice.
- Staff put on a webinar or workshop for a wider audience, on an immigrant justice topic. Student interns can assist once trained.
- TLC will convene a training session in an aspect of immigration law practice for the trainees in the DOJ Accredited Representative cohort and/or for law student interns and non-immigration attorneys.
- Compile evaluation and other data and prepare for final City GIA reporting.

One client's case alone can take many hours or days of an attorney's and paralegal's time, while preparing a webinar or workshop also involves logistics, technology, and marketing time. Some clients, hearings, and workshops require professional language interpretation or translation support, and that is factored into our planning time as well.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Since 2019, TLC has provided direct legal services to over 500 unduplicated low-income immigrant clients, hailing from over 40 different countries, as well as to Micronesian migrants here under the Compacts of Free Association.

During the City GIA FY22 contract period, TLC provided legal services to over 60 Honolulu clients, some with more than one immigration legal matter.

Between July of 2023 and June of 2024, TLC's legal team handled 265 immigration law cases. In June, 143 of those matters had been closed while the remainder were still open (most of these pending government agency response).

In August to September 2023, TLC legal staff joined Pacific Gateway Center (PGC) and Legal Aid Society of Hawai'i in putting on immigration legal clinics for Maui fire disaster survivors who were in need of replacing immigration status documents lost in the fires. We served over 46 Maui residents.

During a recent contact with the State of Hawai'i Judiciary (11/1/22-6/30/24), TLC provided direct legal services to 217 unique clients statewide, securing language interpretive assistance when needed.

TLC has coordinated with area churches and UNITE HERE Local 5 hotel and hospitality workers' union to hold naturalization workshops, which assisted several hundred green card holders in applying for citizenship.

TLC partners with The City and County of Honolulu's Office of Economic Revitalization (OER) to put on live-stream talks on immigration law related topics, each garnering over 2,000 views on Facebook live, and subsequent reposting on other social media channels.

TLC has supervised over 7 law student interns and put on numerous trainings for non-immigration attorneys.

Most recently, we coordinated the first "crimmigration" course for Hawaii's legal sector with continuing legal education credits from the Hawai'i State Bar Association. Over 60 participants completed the class, including over 30 public defenders.

In the height of the pandemic – which disproportionately impacted immigrants and migrants in many ways – TLC rallied community partners and administered over $400,000 in CARES Act relief through distribution of food, vouchers, cash assistance, supplies, and short-term employment for limited English speakers in Honolulu. We also jointly reached 52,000 Honolulu residents with health and safety information in various languages.

TLC is affiliated with the Immigration Law & Justice Network (ILJN), a national network of 19 legal clinics like TLC. ILJN provides technical legal coaching and connects TLC to other sites that experience similar needs and challenges. ILJN's "legal services audit" found that "TLC has courageously jumped into voids in service to the immigrant community…and garnered respect from partner organizations and specialists (like interpreters and social workers) throughout the community."

The Hawai'i State Bar Association's Young Leaders Division presented TLC with the 2019 "Liberty Bell" award in recognition of our work.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

TLC has a strong staff of 10 to help carry out this work, including 3 immigration attorneys, a paralegal/DOJ accredited representative, and a legal assistant. TLC has 2 offices—one donated space in a church, and a second office in downtown Honolulu. We contract a CPA accountant to help track and report on financials, and recently completed an audit for fiscal year 2022, with a positive report from the CW Associates auditors. Our talented and hard-working staff include:

Senior staff attorney Neribel Chardon is a member of the Puerto Rico Bar and is a Registered Interpreter (Spanish) with the Hawai`i State Judiciary. Attorneys licensed with any U.S. Bar Association can represent clients in federal immigration court. Neribel has practiced law in Honolulu since 2019, including several years of representing clients in immigration court prior to joining TLC in 2023. Neribel received her law degree from the law school at the Pontifical Catholic University of Puerto Rico. Prior to becoming an attorney, she clerked for 14 years at a law firm in Puerto Rico, specializing in defense cases.

Nanor Wong is a licensed attorney with California bar license, Masters of Laws (MLL) degree from Berkeley Law school, and a Juris Doctor (law degree) from the Chinese University of Hong Kong. Prior to joining TLC, she worked on precedent-setting cases at Justice Without Borders, fighting against discrimination, labor trafficking, and financial exploitation of migrant domestic workers in Hong Kong. At TLC, she works on a variety of immigration matters and applications, primarily focused on both affirmative and defensive asylum cases and removal proceedings.

Executive director (ED) Bettina Mok has worked in non-profit management for 27+ years; the last five at TLC. She has successfully helped launch TLC, secured public and private funding to quadruple its budget and impact in five years' time, and cultivated a growing donor and volunteer base. She has an MA in International Administration, and significant experience in fundraising, supervision, financial management, volunteer and board management, event planning, and program development.

TLC collaborates with others who serve a similar client population, including Pacific Gateway Center, Legal Aid Society of Hawaii (LASH), Catholic Charities, and UNITE HERE Local 5. TLC and Legal Aid Society co-host regular statewide conference calls for immigration legal service providers to share updates, tips, and resources. TLC is an active member of Hawai`i Coalition for Immigrant Rights, National Partnership for New Americans, Hawai'i Alliance of Nonprofit Organizations, and Immigration Law & Justice Network which provides support via a network of 19 nonprofit law clinics like TLC across the country.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

TLC has a five-year strategic plan in place, which guides our gradual mission-aligned expansion. Staff and board have worked diligently to build up an individual donor base since 2019, and to identify new sources of foundation, corporate, and government support. The board development committee works closely with staff to monitor an annual fundraising plan that includes a diverse mix of foundation grants, corporate sponsorships, individual giving, benefit events, and government funding to support a steadily and sustainably growing budget.

100% of TLC board members donate to the cause. Thanks to our growing reputation in the community, funders have taken notice, and some are now approving renewal grants annually. The most significant among these include Hawai'i State Judiciary and Hawai'i Justice Foundation. TLC also receives unrestricted funds from our national affiliate, the Immigration Law & Justice Network, and from the First United Methodist Church of Honolulu, which also donates office space year-round. Currently we also have a contract with nonprofit collaborator, Pacific Gateway Center, to provide expert legal services for the clients they refer to TLC.

TLC hosts an annual benefit event, for which we solicit corporate sponsorships and individual donations to support operations and services. TLC has put together an impressive benefit event planning committee for its 2025 annual benefit event and recently hired a new director of development & events with significant development experience with Honolulu nonprofits and contacts in the local business community.

Through its national partners, TLC will aim to identify national grant opportunities as well. As TLC's work expands, we do still need City GIA support, however the requested grant amount is proportionally less with each ask, as our annual operating budget grows.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. (2,000 character count limit)

TLC's executive director is a long-time nonprofit management and fundraising professional and has put in place the foundation needed to build and track our growing individual donor base, in addition to writing grant proposals and putting on annual benefit events. We use donor software Bloomerang to track all donations and acknowledgments, and Excel and Quickbooks to manage the financial side of revenues. Our contracted accountants from Lacambra & Associates are CPAs, and very dedicated to our cause.

TLC recently hired a veteran nonprofit fundraising professional to fill our director of development & events position. Earlier this year, we hired an administrative & grants manager, and we also utilize volunteers and contracted specialists to support grant writing and research, and to serve on events and fundraising committees.

Our 2025 budget plan includes a part-time grant writer position, and a new staff position for a community and policy advocate, who will help TLC advance immigrant rights policy as well as advocate for higher levels of state funding for immigrant services and language access.

TLC has a strong and active board with expertise and networks to increase support from the immigrant community, unions, faith-based institutions, businesses, individuals, and state and city agencies. TLC is proud to count some state and city representatives among our supporters, all of whom recognize the immediate value of our work. We are also making

headway in engaging private law firms in our training efforts and we aim to secure more of them as recurring event sponsors. TLC's national affiliate offers us pro bono counseling in fundraising and underwrites the costs of our participation in fundraising workshops and legal networks.

TLC is grateful to the City and County of Honolulu and its GIA commissioners for this opportunity.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: CT-DCS-2500065
   Grant Period: 10/1/24-9/30/25 Grant Amount:
   Grant Purpose: Provide immigration legal services and related education
   Grant Activity Status: ☒ Underway ☐ ☐
   Administrating Division: Department of Community Services

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

TLC regularly engages kupuna volunteers in various roles. Since our founding, local seniors have served on our board and committees as key leaders. Co-founder Esther Arinaga is 93 years old and still meets regularly with our executive director. Currently, almost half of TLC board members are seniors, including 6 attorneys (2 retired), and a retired university vice chancellor. We have an additional 6 kupuna non-board members actively participating on our advocacy, development and events committees, including one co-chair. Kupuna community members serve in additional volunteer roles, such as language interpretation, legal guidance, grant-writing, event coordination, and administrative work. One has assisted with grant writing for more than 4 years.

TLC serves immigrant kupuna clients who seek out our free legal services and continues to consider their interests regarding outreach efforts and the accessibility of our services. TLC staff members now attend meetings of the Kupuna Collective, where they are able to learn from various senior-serving organizations about ways to maintain and expand kupuna engagement.

Proposal 155

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	The Mediation Center of the Pacific, Inc.
B. Is Grantee a Fiscal Sponsor?	☐ Yes X☐ No
C. Grant Activity Name:	Landlord-Tenant Mediation

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Founded in 1979, The Mediation Center of the Pacific (MCP) helps people address conflicts between tenants, landlords, families, communities, and more. Over the past 45 years, MCP has grown and developed processes that meet the unique needs of Hawai'i's culturally diverse populations. Through its mission of providing high quality mediation that is accessible and affordable, MCP today serves over 13,000 people annually who are primarily in the low-income populations.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Evictions are harmful for everyone involved. For landlords, the process of eviction and finding new tenants is costly. For tenants and their families, a forced move may mean the loss of their security deposit and belongings, a change in schools, a longer commute to work, a negative mark on their rental history, or even homelessness. Mediation prevents these outcomes by helping tenants and landlords work out payment plans, agree on moveouts, and avoid eviction.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

MCP will open 900 landlord-tenant cases and conduct 500 landlord-tenant mediations. 57% of the mediations overall will result in written agreements that eliminate the need for an eviction and allow the tenant to remain in the unit or alternately, provide them with time to find another place to live. The tenants involved in 50% of the mediations will be economically and/or socially disadvantaged populations, as well as involve seniors and/or children.

G. Council District **Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in <u>whole</u> numbers only.**		
X☐ District 1 $5,000.00	X☐ District 2 $10,000.00	X☐ District 3 $5,000.00
X☐ District 4 $30,000.00	X☐ District 5 $20,000.00	X☐ District 6 $40,000.00
X☐ District 7 $15,000.00	X☐ District 8 $5,000.00	X☐ District 9 $20,000.00
Total Amount Requested (must be $25,000 to $150,000)	$150,000.00	

H. Type of Grant Activity (pick <u>ONE</u> category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	X☐ H. Public Service – Other (describe): Housing stability for tenants in low-income population	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Tracey Wiltgen, Executive Director

12/6/2024
Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

John A. Morris
(Signature)

JOHN A. MORRIS
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that John A. Morris (name), President (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

John A. Morris
(Signature)

JOHN A. MORRIS
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 18th day of November, 2024, before me appeared JOHN A. MORRIS, personally known to me, who, being by me duly sworn, did say that he/she is the President of The Mediation Center of the Pacific and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said John A. Morris acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii

My Commission expires: 02/04/2026

NANCY B. BONILLA NOTARY 18-22 PUBLIC STATE OF HAWAII

Undated at time of notary

Doc. Date: # Pages 19

Name: Nancy B. Bonilla First Circuit

Doc. Description: Appendix A: Tier II Grant Proposal (Grants $25,000 to $150,000)

Signature 11/18/2024 Date

NOTARY CERTIFICATION

NANCY B. BONILLA NOTARY 18-22 PUBLIC STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Hawai'i's high cost of living has contributed to historically high numbers of landlord-tenant disputes and eviction filings. In Fiscal Year 22-23, O'ahu alone saw 1,429 eviction cases. Evictions harm everyone involved. Landlords face significant costs to process evictions and find new tenants, while tenants experience devastating impacts: loss of security deposits and belongings, school changes for children, longer commutes, and damaged rental histories that make securing housing more difficult. For many tenants, eviction leads to homelessness.

Tenants benefiting from mediation often live paycheck to paycheck, struggling to make ends meet. In Fiscal Year 23-24, MCP facilitated 650 landlord-tenant mediations. Of those, 31% of tenants were low-income, 43% were elderly, and nearly 30% required interpreters due to language barriers. These populations are particularly vulnerable to eviction. The inherent imbalance of power between landlords and tenants often prevents tenants from addressing issues early, leading to significant unpaid rent that can ultimately result in eviction.

Statewide, an estimated 2,500 evictions are filed annually, according to a report issued by Hawai'i Appleseed Center for Law and Economic Justice. These evictions disrupt Hawai'i's housing ecosystem, destabilizing landlords who rely on steady rental income and devastating tenants who lose their homes. The impacts extend beyond housing, affecting employment, education, and health. Evictions have been linked to anxiety, depression, job loss, and school interruptions. For families, the costs can include the separation of children into foster care and severe barriers to future housing stability.

Evictions also burden public resources. According to the *Eviction Cost Calculator*, developed by Innovation for Justice—a social justice-focused legal innovation lab housed at both Arizona Law and the University of Utah School of Business—Hawai'i's estimated 2,500 annual evictions cost over $30 million in public expenditures. These costs stem from increased reliance on emergency shelters, hospital emergency rooms, foster care, and juvenile detention. Landlord-tenant mediation is a proven strategy to reduce the social and financial harm caused by evictions. By providing a neutral space for landlords and tenants to resolve disputes, mediation promotes housing stability, reduces public costs, and prevents homelessness. With your support, we can expand access to this essential service and create a more stable and equitable housing ecosystem in Hawai'i.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

The Grant Activity will focus on increasing housing stability by helping tenants and landlords negotiate agreements through mediation that enable the tenant to remain in the residence or alternately, have time to move to a new home. MCP will provide mediation for court-ordered cases as well as early mediations requested by tenants or landlords, prior to filing in court. The services will be provided on-site at court, virtually, and at MCP. Additionally, to make mediation easily accessible, MCP will offer tenants and landlords without access to the needed technology for participating virtually, with the option of participating in a virtual mediation at MCP's office. While most court-referred mediations will be scheduled by MCP Client Services Specialists and mediated virtually or at MCP, some of the eviction mediations will be conducted on-site at the Honolulu District Court on Friday mornings.

This grant activity was chosen because MCP has a demonstrated track record of successfully mediating landlord-tenant cases, including evictions since 1990. Over the years, the number of cases has increased and MCP has strengthened its approach to successfully assist tenants and landlords. Mediation can help landlords maintain a professional and positive relationship with tenants, which is beneficial for long-term tenancy. For landlords with multiple properties or those who wish to avoid the high costs and risks associated with frequent tenant turnover, mediation supports a stable rental environment. Tenants can often feel more empowered and respected in a mediation setting, which can lead to a more constructive relationship with their landlord. This is crucial for tenants who are seeking to stay in the property for the long-term.

Hawai'i's high cost of living makes renting for tenants with limited financial means challenging. When conflicts arise between tenants and landlords, and/or the tenant falls behind on their rental payments, tenants frequently end up moving or being evicted. Through mediation, tenants and landlords are helped to talk with each other and negotiate agreements that work for them. Mediation provides an opportunity for tenants and landlords to address issues proactively, reducing the likelihood of conflict escalating into eviction. Because mediation is a confidential process, sensitive issues (e.g., rent arrears, property damage, etc.) are not aired publicly. This ensures landlords can resolve disputes discreetly, avoiding public conflict while preserving their professional standing. Equally important is that tenants can discuss issues in a confidential setting without fear of it negatively affecting their reputation or rental history. This is especially helpful if they are trying to avoid a record of eviction or other issues.

Finally, agreements reached through mediation are often more likely to be honored by both parties because they are mutually agreed upon. Unlike a court order, which may feel imposed on one side, mediation produces solutions that both the landlord and tenant are invested in. Because tenants participate in crafting the resolution, they are more likely to honor the agreement, leading to greater satisfaction and long-term compliance from both parties.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The grant activity will benefit 900 tenants, 50% of whom will be from economically and/or socially disadvantaged populations, and/or involve seniors or children. 500 mediations will be conducted. 285 of the mediations conducted will result in written agreements that enable the tenant to remain in the residence or have adequate time to relocate to a new residence.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

MCP has established partnerships with the District Court Judges who refer landlord-tenant cases for mediation, as well as community groups such as Catholic Charities, Council for Native Hawaiian Advancement, Key Project, and others, who encourage tenants to participate in mediation. Through these partnerships, as well as direct referrals, 900 landlord-tenant cases will be opened and processed through MCP.

MCP will offer landlord-tenant mediation via zoom, as well as in person. Tenants or landlords may request mediation by uploading a request form via MCP's website or by calling MCP Monday through Friday, between 8:30 a.m. and 4:30 p.m. Landlord-tenant mediations will also be referred from the District Court. A dedicated staff member will schedule all mediation sessions and assign the mediators. Trained volunteer mediators will be assigned to the court-referred cases, and independent contractor mediators will be assigned to the on-site court mediations, as well as the early mediations that are conducted prior to the filing of a legal action. Quarterly workshops/check-in sessions will be held for the mediators to discuss what's working, identify challenges, and provide suggestions and support to maintain a quality program.

To promote early mediation, MCP will conduct ten outreach events during the grant period. The events will focus on educating tenants about how mediation works, why it's valuable, and how to access it. Additionally, MCP will establish Kokua Hubs with up to five partners that will enable tenants to use the partner's facilities to gather information about mediation, and/or use a computer to schedule or participate in a zoom mediation session.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

MCP has a team of qualified employees that will ensure the success of this program. To achieve the desired outcomes, MCP will use a Client Service Specialist to manage the Landlord Tenant cases. This Client Service Specialist will screen clients, conduct intake and schedule mediations. A Mediation Coordinator will assist on the day of mediations ensuring documents are received, participants and mediators are logged in and set up to conduct the mediation and assist in ensuring agreements are signed and completed. A Special Programs Innovator will conduct outreach, work with the District Court Judges to ensure smooth referrals of cases to MCP and work with community groups, and property management organizations to educate them about landlord tenant mediations and the benefits of mediating these cases. In addition, the Special Programs Innovator will manage all aspects of early eviction mediation cases, these are the cases that occur prior to a court case being filed.

MCP will use interpreter services for those clients where English is not their first language, these services will be used to conduct intake and in the mediation session itself. MCP will also use private contracted mediators to conduct the early eviction landlord tenant mediations and onsite court mediations. The Early Eviction Mediators are compensated on a session basis at $250 per session. MCP currently has 3 dedicated contract mediators who conduct on average 5 cases a month. MCP estimates a total of 60 cases will be mediated by these mediators for a total of $15,000. Lastly an onsite court contracted mediator will be needed to conduct mediations onsite at District Court. District Court landlord-tenant cases are held weekly on Fridays and the mediator will be compensated $350 for each Friday; we are estimating 4 Fridays a month for a total of 48 Fridays, at $350 each these totals $16,800.

Finally, MCP has its own building where the staff is located and in person mediation takes place. MCP will include in the budget, office utilities costs for electricity, water and telecommunications. These costs are essential to conduct the program and mediation. MCP will only bill 40% of these costs to the grant, the reason for this is 40% of our case load are landlord tenant mediations and this was determined on FY2324 case numbers. In FY2324 MCP opened 2,637 cases of which 1,064 where landlord tenant cases (1064/2637 = .4034)

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Between October 2025 and September 30, 2026, MCP will open 900 landlord-tenant mediations and conduct 500 landlord-tenant mediations. Approximately 75 cases will be opened each month, and between 40 – 45 mediations will be conducted each month.

To promote mediation, 10 outreach events will be conducted monthly (with the exception of December and January) during the grant period and four mediation workshops will be conducted in December, March, June, and September.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

MCP has a demonstrated track record of successfully mediating landlord-tenant cases, including evictions since 1990. Over the years, the number of cases has increased significantly and MCP strengthened its approach to successfully assisting tenants and landlords.

Prior to COVID, in 2019, MCP opened 433 landlord-tenant cases and mediated 375 of those cases with 186 or approximately 50% resulting in written agreements. Whereas in the recently ended 23-24 fiscal year, MCP opened 1,064 new landlord-tenant cases, and conducted 650 landlord-tenant mediations with 62% resulting in agreement.

MCP historically mediated landlord-tenant matters on-site at the various District Courts located through O'ahu. During COVID, the cases were referred directly to MCP for mediation primarily via Zoom. This change provided MCP with the opportunity to strengthen the Program by lengthening the time for the mediation sessions from 20 to 90 minutes, allowing more time for landlords and tenants to better understand each other's situation and needs. Then, in 2021 following the ending of the moratorium on evictions that was ordered by Hawai'i's Governor during the pandemic, MCP created and implemented an early eviction mediation program (EEM). Through EEM, between August 7, 2021, and August 5, 2022, MCP opened 3,050 eviction cases and mediated 1,342 cases with 1,172 or 85% reaching agreement. 90% of the cases involving over 1,055 tenants that reached agreement enabled the tenants to remain in the rental unit.

Due to the success of the EEM Program, MCP continued to offer tenants and landlords the opportunity to mediate early, even though Act 57 and the requirement to mediate before filing for eviction ended. In fiscal year 23-24, MCP opened 287 landlord-tenant cases prior to the filing for an eviction and mediated 91 of those cases with 87% reaching agreement.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

MCP has a ten-member staff team who are trained in mediation, including the scheduling and management of cases of all types. Approximately 3,000 cases are managed annually. MCP currently has a dedicated staff member to manage all the landlord-tenant mediations, as well as a cadre of trained twenty-five (25) volunteer and independent contractor mediators who will conduct all mediations.

MCP has its own building located at 1301 Young Street that offers four mediation rooms where mediations can be conducted and/or where tenants may use the equipment to participate in a virtual mediation. All mediation rooms are equipped with a large screen, computer, and zoom capability. Additionally, MCP is establishing Kokua Hubs with partners throughout O'ahu who are willing to provide a computer and/or private room to enable tenants to use their computers to schedule a mediation and if a private room is available, to participate in a zoom mediation. The Kokua Hubs make it easier for tenants to access and participate in mediation within their own communities.

MCP's building also has a dedicated training room for mediator workshops, training, and stakeholder gatherings. For virtual workshops, training, and mediations, MCP maintains eight (8) Zoom licenses. This ensures that mediations and trainings can be scheduled in a timely manner and conducted simultaneously when necessary.

In addition to the grant funds being requested through the C & County of Honolulu, MCP will secure funds through private donors to support the landlord-tenant mediation program.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Keeping people housed is essential to community stability for individuals and families. Having stable housing is vital for physical and mental health. Secure housing improves physical and mental health, reduces stress, and increases access to healthcare. Housing provides a safe place for individuals and families to sleep, store possessions, and protect themselves from external dangers. Stable housing contributes to better educational outcomes for children by reducing disruptions in schooling and maintaining access to resources. Moreover, it supports employment stability, as individuals with secure housing are more likely to retain jobs and contribute to the economy. In contrast, homelessness and housing instability create barriers to employment, job retention, and economic mobility.

Preventing eviction and maintaining housing stability significantly reduces homelessness, a complex and costly issue. Homelessness strains social services, healthcare, and emergency housing. By keeping tenants housed, we prevent these societal costs and foster a sense of community. Residents of stable housing are more likely to engage with local organizations, support their neighbors, and contribute to the local economy. Due to the critical community need that landlord-tenant mediation addresses, MCP and the courts are committed to continue working together to support the portion of the program that involves court referred cases. In addition to private funders who recognize the importance and value of the program, MCP will work with the Hawai'i State Legislature to ultimately create a mandatory early eviction mediation program that is funded by the State and will require all tenants and landlords to participate in mediation before going to court.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

MCP has long term track record of building and funding programs that meet the needs of O'ahu's communities. Over the past two years, MCP has successfully raised the funding required to build a successful landlord-tenant mediation program for court referred and early cases, prior to filing in court. These efforts enabled MCP to receive the 2024 Emil Gumpert Award from the American College of Trial Lawyers to further strengthen the program by adding a dedicated staff person and creating a stakeholder group of partners who are committed to promoting early mediation. With this solid infrastructure and the data MCP will continue to collect to show the value and importance of the program, it is anticipated that the Hawai'i State Legislature will ultimately fund the program. MCP's Board of Directors, staff, and funders are committed to maintaining the program.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	The Rehabilitation Hospital of the Pacific
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Rebuilding Hope: Holistic Recovery with Recreational & Animal-Assisted Clinical Therapy

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Since 1953, REHAB has been dedicated to rebuilding lives and getting patients back into their communities, doing the things they love. As the only comprehensive medical rehabilitation hospital in Hawaii, REHAB provides exemplary care to those with physical and cognitive disabilities, utilizing a continuum of rehabilitation services advanced through education, technology and research.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

A holistic approach is essential for rehabilitation, as disabilities from various conditions demand specialized, patient-centered care that addresses physical and emotional needs. In Fiscal Year 2026, REHAB will integrate Recreational Therapy and/or Animal-Assisted Clinical Therapy within comprehensive rehabilitative care to foster optimal recovery and quality of life.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Over 12 months, an estimated 1200 unduplicated patients with disabilities will have access to Recreational Therapy and/or Animal-Assisted Clinical Therapy alongside comprehensive rehabilitative care. Of the estimated 1200 patients, REHAB projects serving 80-100 patients per month through these programs, improving patient outcomes through a more holistic recovery for individuals with disabilities.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $12,000	☒ District 2 $16,500	☒ District 3 $16,500
☒ District 4 $22,500	☒ District 5 $18,000	☒ District 6 $19,500
☒ District 7 $13,500	☒ District 8 $15,000	☒ District 9 $16,500

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☒ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Stephanie Nadolny
Signature of Grantee (Fiscal Sponsor) Officer

11/15/2024
Date

Printed Name and Title: Stephanie Nadolny, President & CEO

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Glenn Sexton
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Stephanie Nadolny (name), President and CEO (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Glenn Sexton
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this NOV 15 2024 day of _____, 202__, before me appeared Stephanie Nadolny, personally known to me, who, being by me duly sworn, did say that he/she is the President and CEO of The Rehabilitation Hospital of the Pacific and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said she acknowledged said instrument to be the free act and deed of said corporation.

NICOLAS VARGAS CALVO NOTARY PUBLIC No. 16-139 STATE OF HAWAII

Nicolas Vargas Calvo
Notary Public, State of Hawaii
Notary Public, State of Hawaii My Commission Expires: 4/10/2028

My Commission expires: _____

Doc. Date: NOV 15 2024 # Pages Pg.3 of FY26
Name: Nicolas Vargas Calvo 1st Circuit
Doc. Description: FY26 Grants in Aid Appendix A Tier II : Grant Proposal

NICOLAS VARGAS CALVO NOTARY PUBLIC No. 16-139 STATE OF HAWAII

Signature NOV 15 2024 Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Individuals struggling to rebuild their lives following a serious illness or injury must have access to a full range of interventions that work in tandem with traditional rehabilitative care to successfully transition from hospital to home and community.

Hawaii's aging population and the rising complexity of health issues in recent years are intensifying the demand for comprehensive rehabilitation services. As people live longer, they face increased risks of chronic conditions like heart disease, diabetes and stroke, which require specialized rehabilitative care for effective management and recovery. Older individuals are more prone to injuries from falls, surgeries and other age-related conditions that necessitate intensive rehabilitative support to regain mobility and independence. In addition, complex health issues have surged due to factors like higher rates of obesity, making treatment and recovery more challenging (Hawaii State Plan on Aging 2023-2027; Lim, Gandhi, Davis, & Chen, 2018).

Rehabilitation interventions require a holistic approach to address the wide range of diseases and conditions that lead to diverse disabilities needing specialized care (Zanca & Dijkers, 2014). To enhance the quality of life for those experiencing disability, Oahu must adopt a personalized and patient-centered approach that prioritizes patient needs and preferences (Potcovaru et al., 2024). Individuals experiencing disability from injury or illness must have access to programs like Recreational Therapy and Animal Assisted Clinical Therapy to foster holistic recovery, addressing both physical and emotional needs.

Rehabilitation is a slow, and sometimes painful process for those coping with the aftermath of a serious illness or injury. REHAB Recreational Therapy Program helps people apply skills from therapy sessions to everyday life so they not only survive but thrive. Recreational Therapy must be an integral part of a patient's treatment milieu as it serves as a catalyst to helping individuals regain skills and increase independence. Using enjoyable and meaningful activities, Recreational Therapy enhances participant outcomes and reduces healthcare costs by providing active, results-oriented care that lessens the impact of primary and secondary disabilities while building skills that improve daily life and overall quality of life (American Therapeutic Recreation Association, 2024). Research demonstrates that patients who receive Recreational Therapy enhance physical abilities, such as improved mobility, flexibility and range of motion, along with psychological benefits, including reduced levels of depression and social isolation. Additionally, these programs support cognitive improvements, strengthening memory, attention and decision-making skills (Nova Scotia Recreation Professionals in Health, 2013).

Similarly, Animal Assisted Clinical Therapy is critical to enhancing clinical outcomes as it has been shown to offer comfort, reduce stress and increase motivation to strengthen emotional resilience and mental health among patients experiencing disabilities. Animal Assisted Clinical Therapy is becoming increasingly sought after by leading hospitals and health

professionals nationwide to improve the patient's social, emotional and psychological well-being (Guillen Guzmán et al., 2022). As a therapeutic intervention, Animal Assisted Clinical Therapy reduces pain, lowers anxiety and increases feelings of calm.

Therapy animals, such as dogs, help patients diminish pain, promote relaxation, lower blood pressure and release hormones that produce the same mood boosting effects as when chocolate lovers indulge in a "*chocolatey"* delight (UCLA Health, 2024). According to a study by Loyola University Health System (2014), even an average daily 5-15 minute visit from a specially trained dog significantly lowered the patient's need for oral pain medication compared to patients receiving traditional therapy. For these patients, Animal Assisted Clinical Therapy can be an effective nonpharmacological model intervention that empowers patients to reach optimal health and independence according to Megan Hosey, Johns Hopkins University assistant professor of physical medicine and rehabilitation.

On Oahu, where the community faces a growing number of complex disability cases and an aging population, holistic therapeutic interventions like Animal-Assisted Clinical Therapy and Recreational Therapy are crucial to meet the increasing demand for comprehensive and complex rehabilitative care. These therapies complement traditional rehabilitative services by addressing emotional, mental and social needs, fostering a more complete recovery and enhancing quality of life. Despite the current lack of insurance coverage, these programs significantly impact long-term healthcare costs in Hawaii by improving patient outcomes, making them an essential component of comprehensive rehabilitation treatment.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

During Fiscal Year (FY) 2026, REHAB will offer Recreational Therapy and Animal Assisted Clinical Therapy in tandem with comprehensive and multidisciplinary rehabilitative care.

REHAB's integrated care team will develop a customized rehabilitation plan that incorporates high quality recreational and clinical mental health services to address physical healing, as well as emotional and psychological wellbeing. Activity-based recreational interventions and services of a specially trained Hospital Facility Dog will complement disciplines of the rehabilitation team to achieve maximum levels of functioning, with the goal of returning patients to home and community as safely and expeditiously as possible.

Recreational Therapy enables individuals to engage in activities that foster joy, purpose and social connection, which are essential for maintaining motivation and reducing the stress that often accompanies recovery from disabilities. Part of REHAB's comprehensive hospital-based rehabilitation services, the Recreational Therapy Program helps to restore function, prevents loss of physical capabilities and maintains optimal independence for individuals experiencing disability from injury or illness. Unlike facilities that offer recreational opportunities to patients, REHAB's hospital-based Recreational Therapy Program employs certified and licensed recreational therapists trained to work alongside the rehabilitation team to develop comprehensive interventions that maximize patient outcomes.

Recreational Therapy helps reduce the impact of illness or disability, particularly for patients recovering from surgery, falls and age-related complex challenges, making it an essential intervention for Hawaii's elderly population aged 65 and older, which is projected to be 1 in 4 residents by 2030 (DBET, Dec 2021). Recreational therapy helps our beloved kupuna recover

from disabilities and age in place by enhancing physical, cognitive and emotional well-being through engaging, purposeful activities that improve mobility, independence, and quality of life. Meanwhile, Animal Assisted Clinical Therapy has been shown to reduce anxiety and even accelerate physical recovery. When patients pet therapeutic dogs during rehabilitation, hormones such as serotonin, prolactin and oxytocin are released, stabilizing moods and helping individuals experience less stress so that therapy is more productive.

By offering Recreational Therapy and Animal Assisted Clinical Therapy, REHAB meets a vital community need by offering holistic support that enhances recovery for aging adults and individuals with complex conditions – helping them regain independence, resilience, and quality of life beyond traditional medical care.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Over 12 months, an estimated 1,200 vulnerable patients of all ages experiencing disability will have access to Recreational Therapy and Animal Assisted Clinical Therapy in conjunction with comprehensive rehabilitative care.

Measurable Outcomes
By September 30, 2026, an estimated 1,200 patients will receive a personalized roadmap to rehabilitation, which includes access to Recreational Therapy and Animal Assisted Clinical Therapy, and of that, 1,080 will be served through these programs.

1. Recreational Therapy sessions will be scheduled weekly in conjunction with the multidisciplinary team, with sessions generally lasting between 30 minutes to 1 hour in length dependent on functional status, individual goals and personal preferences.
2. A specially trained Hospital Facility Dog will make regular rounds to REHAB patients to assist them with achieving maximum levels of functioning to transition to home, family and community safely and successfully.
3. Recreational Therapy and/or Animal Assisted Clinical Therapy will enhance the patients' overall mental and emotional impacts of their medical conditions, as well as their progress with therapeutic goals and outcomes based on patient observation and/or Universal Screener data.

Directly Benefiting the Target Population
Patients must have access to a comprehensive continuum of rehabilitation services to successfully transition back to home, work and community, particularly given Hawaii's aging population, the general rise in chronic health conditions and the desire for an improved quality of life after injury or illness. REHAB provides comprehensive care that directly serves vulnerable patients from early adolescence (aged 16 plus) to kupuna who are suffering from stroke, traumatic brain injuries, spinal cord injuries, orthopedic and neurological disorders, amputations, and debilitative diseases. More than half of REHAB patients are 62 and older.

REHAB's world-class-level of treatment available right here in Hawaii allows patients to remain close to home with their families during the recovery process, rather than needing to seek care on the mainland and suffer separation from a network of physical and social support. Because of the life changing outcomes of Recreational Therapy and Animal Assisted Clinical Therapy, REHAB will offer these programs at no cost to patients despite it not currently being covered by private insurance, Medicaid & Medicare.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

REHAB's skilled clinical team of physicians, psychologists, registered nurses, physical therapists, occupational therapists, and speech-language pathologists will work with patients and family members to develop individualized rehabilitation care plans for each patient, which includes access to Recreational Therapy and Animal Assisted Clinical Therapy at no cost to patients.

Action Plan

The Recreational Therapist will collaborate with the clinical team and other staff to offer recreational therapy as part of a customized rehabilitation plan for patients based on type of disability, treatment plan and functional skills focus. Patients will have access to a range of Recreational Therapy, such as but not limited to the following, with the frequency and duration of sessions based on functional skills and patient endurance.

Creative Arts – designed to promote creativity and encourage personal expression while patients learn to cope with their change in abilities physically and emotionally.

Garden Therapy – to enable patients to work on functional balance, walking, fine motor, cognitive, and social skills while safely engaging in gardening tasks. Activities are interactive, social, engage cognitive skills and recreate home life activities in a safe environment.

Community Integration – to engage physical and cognitive skills in community-based settings on-campus, such as REHAB Gift Shop (safety awareness, problem solving, money management, navigating crowds, noise, etc.). This Program includes REHAB Life Skills Lab, a space to practice functional tasks such as cooking and laundry. Patients also learn wheelchair/walker maneuvering while encountering real-world obstacles on REHAB's Mobility Course in non-ADA-compliant situations (e.g. uneven walkways, navigating up/down hills and non-motorized doorways).

Adaptive Sports – to provide information, education and encouragement after discharge to enhance physical fitness and social engagement through modified traditional sports. REHAB currently offers adaptive cycling, adaptive swimming and adaptive rock climbing.

REHAB will also offer patients Animal Assisted Clinical Therapy in collaboration with an experienced, Animal Assisted Clinical Therapist. Guided by the customized rehabilitation plan, REHAB will integrate comprehensive care, supported by a specially trained Hospital Facility Dog to provide a unique blend of comfort and effective treatment.

Measurable Milestones over 12 months

1. Each patient will work with the REHAB multidisciplinary team to develop a customized rehabilitation treatment plan.

2. The Recreational Therapist will work with patients according to the customized rehabilitation treatment plan, with sessions generally scheduled for 30 minutes to 1 hour.

3. The REHAB Chief Canine Officer will make regular rounds to engage patients in their medical care to increase therapeutic rapport and diminish resistance that may occur during therapy sessions.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

REHAB requests **$150,000** of a $210,854 total Budget to support the costs of offering Recreational Therapy and Animal Assisted Clinical Therapy over 12 months.

$57,845 is requested to cover a portion of the Salary/Wages of a 1 FTE Recreational Therapist ($4,820/mo x 12 mo) who will be responsible for designing and implementing therapeutic activities tailored to improve each patient's physical, emotional and social functioning. The Recreational Therapist will work with each patient's multidisciplinary team to incorporate activities designed to regain independence, manage stress and rebuild confidence.

$66,883 is requested to cover a portion of the Salary/Wages of the 1 FTE Animal Assisted Clinical Therapist. Total estimated salary in Fiscal Year 2026 is $97,740 ($8,145/mo x 12 mo). The Animal Assisted Clinical Therapist will manage the REHAB Hospital Facility Dog, integrating the dog into therapeutic sessions as appropriate to support each patient's emotional, cognitive and physical rehabilitation. The Therapist will ensure the dog's wellbeing, handling daily care, training and maintaining safety and infection control standards within the hospital.

$20,272 is request toward **Fringe Benefits** of Direct Service to Clients Positions. This amount includes $4,425 toward FICA/Medicare of the Recreational Therapist ($57,845 x 7.65%), $5,117 toward FICA/Medicare of the Animal Assisted Clinical Therapist ($66,883 x 7.65%), and $10,730 toward Health Care Costs of the Recreational Therapist and Animal Assisted Clinical Therapist, if necessary.

$5,000 is requested toward a portion of the costs to support Program Activities Supplies for Recreational Therapy ($2,000) and Animal Assisted Therapy ($3,000). These supplies include such items as adaptive therapy tools, creative arts supplies and other program costs to support the REHAB Chief Canine Officer.

REHAB will cover the balance of costs required to successfully implement this project ($60,854), including $59,554 toward remaining Salary, FICA and Benefits of the Recreational Therapist and Animal Assisted Clinical Therapist. REHAB will also cover the additional $1,300 balance of costs to support Program Activities Supplies.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

REHAB anticipates that patients experiencing disability will have access to Recreational Therapy and Animal Assisted Clinical Therapy over 12 months to maximize their recovery and quality of life.

Timeline

Oct 25 – Dec 25	Recreational Therapy and Animal Assisted Clinical Therapy Programs will serve 275 patients (Oct: 100; Nov: 80; Dec 95).
Jan 26 – Mar 26	Recreational Therapy and Animal Assisted Clinical Therapy Programs will serve 265 patients (Jan: 90; Feb: 80; Mar 95).
Apr 26 – Jun 26	Recreational Therapy and Animal Assisted Clinical Therapy Programs will serve 270 patients (Apr: 95; May: 85; Jun 90).
Jul 26 – Sep 26	Recreational Therapy and Animal Assisted Clinical Therapy Programs will serve 270 patients (Jul: 95; Aug: 85; Sep 90).

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

For the past 70 years, The Rehabilitation Hospital of the Pacific (REHAB) has been dedicated to rebuilding lives, providing exemplary care for those with physical and cognitive disabilities.

With 82 licensed inpatient beds, three outpatient clinics and a hospital-based physicians clinic, REHAB offers state-of-the-art equipment, specialized experts and powerful programs that are customized for specific needs. Not only have we been a community leader in advanced rehabilitation treatment since 1953, we are also the only facility in the state to offer access to a full continuum of care for inpatient acute rehabilitation and outpatient therapy.

REHAB is a community safety net for the entire Pacific Region that never turns anyone away because of inability to pay, not only due to our mission to serve the community but the nature of our specialized rehabilitative care which is not offered for over 2,500 miles. REHAB's world-class-level of treatment available right here in Hawaii allows patients to remain close to home with their families during the recovery process, rather than needing to seek care on the mainland and suffer separation from a network of physical and social support. Our physicians are available 24/7, which sets REHAB apart from other programs where support by physician specialists is not always available. In FY 2023, REHAB touched the lives of 8,055 individuals through the hospital, three outpatient clinics and the hospital-based Physicians Clinic. Of the individuals served in FY 2023, 60% were elderly patients, with approximately 39% between the ages of 22-61.

The success of REHAB's Recreational Therapy Program can be summed up in the words of retired military officer and former patient Rick Fernandez, who suffered a stroke at age 59. Rick realized REHAB therapy would help him recover and restore function, but that was not enough. Thanks to Recreational Therapy, Rick was given opportunities to re-learn paddle

boarding safely under his therapist's direction, an activity that renewed Rick's zest for staying healthy and engaged in life. According to Rick, "I am in better shape now than I was before the stroke."

Based on Universal Screener Data, REHAB's Animal Assisted Clinical Therapy is also helping patients adjust to their medical conditions, enhancing the grieving process, trauma responses and mitigating suicidal ideations, mood disorders and substance use or abuse. Since the devastating Maui wildfires, patients have experienced mental and physical health challenges, including a higher number who resist or refuse physical, occupational and speech-language therapy sessions. Animal Assisted Clinical Therapy has been instrumental in enhancing motivation, engagement, participation and activity completion among patients who have appeared physically and emotionally agitated, anxious, depressed and in pain, all of which impede the impact of therapy sessions.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

REHAB's team of specialized experts, innovative programs, state-of-the art facilities and cutting-edge technology provide the optimal environment for successfully delivering Recreational Therapy and Animal Assisted Clinical Therapy to patients experiencing disability.

The REHAB main facility is a four-story licensed 82-bed inpatient hospital in Honolulu, with the top three floors housing private and semi-private patient rooms and rehabilitation therapy gyms for physical, speech/audiology and occupation therapy. The ground floor encompasses the Nuuanu Outpatient Clinic, Physicians Clinic, pulmonary rehabilitation and women's health programs, as well as an outdoor mobility course and healing garden. REHAB is Hawaii's premier, acute-care rehabilitation hospital dedicated to providing high-quality, comprehensive and innovative inpatient and outpatient rehabilitation services. Our clinical team of comprehensive rehabilitation experts and specialized programs serve individuals with physical and cognitive disabilities from injury or disease, including stroke, traumatic brain injury, spinal cord injury, complex orthopedics, chronic pain and more.

Adriela White is REHAB's Recreational Therapist. Adriela has been a professional Recreational Therapist for nearly three years. She earned her Bachelor of Science in Recreational Therapy from Slippery Rock University of Pennsylvania in 2022 and holds the designation of Certified Therapeutic Recreation Specialist. As REHAB's Recreational Therapist, Adriela incorporates each patient's passions and interests into therapeutic modalities that rehabilitate, educate and empower individuals to continue doing what they love post-recovery.

Kasey Alexander serves as the full-time REHAB Animal Assisted Clinical Therapist. A licensed mental health counselor with a master's degree in counseling psychology, marriage and family therapy from Chaminade University, Kasey has over 10 years of experience and education in Psychology and Mental Health Therapy. A National Board-Certified Counselor, Kasey specializes in crisis intervention, trauma, mood disorders, youth and vulnerable/at-risk

populations. Kasey's journey to join the REHAB ohana began with her personal experience rebuilding her life after cancer.

With more than 25 years of experience in hospital management, Stephanie Nadolny serves as REHAB's CEO, overseeing day-to-day operations of the hospital and ensuring quality patient services, growth and financial viability. Stephanie comes to REHAB from Spaulding Rehabilitation Hospital Cape Cod where she had operational responsibility for a 60-bed inpatient rehabilitation facility with five outpatient satellites and a physicians' practice. Stephanie is a graduate of University of New Hampshire with a B.S. in therapeutic recreation and a Master of Healthcare Administration.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Through a diversified funding portfolio and highly qualified staff, REHAB will ensure sustainable impact of Recreational Therapy and Animal Assisted Clinical Therapy, continuing well beyond the grant period.

In 1984, Rehabilitation Hospital of the Pacific Foundation (REHAB Foundation) was created to advance the REHAB mission through philanthropic efforts, developing strategies to generate revenue for hospital programs that support patients and family care not covered by private or government insurance. For more than 40 years, REHAB Foundation has funded initiatives that directly enhance patient care, including support for patient care programs, cutting-edge technologies, clinical education, and financial assistance for uninsured or underinsured patients.

Jennifer Onishi assumed the role of Executive Director of the Foundation in April 2024, enriching the team with her expertise and fostering a culture of philanthropy within REHAB. With over 15 years of experience in fundraising, donor relations and development strategy, Jennifer most recently served as Director of Corporate Relations & Partnerships at Hawaii Foodbank, where she fostered community engagement and established strategic partnerships to advance the organization's mission. As one of the primary fundraisers on the Institutional Advancement Team, Jennifer also served as the Director of Corporate Relations & Special Events at Bishop Museum, overseeing the museum's corporate giving strategy, annual fundraising and donor cultivation events.

Our strategic approach to establishing a diversified funding portfolio will help ensure long-term sustainability of specialized programs like Recreational Therapy and Animal Assisted Clinical Therapy. In addition to sustaining hospital-based programs not covered by insurance, we are partnering with community events across Oahu to expand opportunities for patients to participate in adaptive sports, including adaptive swimming, cycling and rock climbing.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

REHAB's highly skilled professionals and cutting-edge technology will equip REHAB to fill critical gaps in rehabilitation by providing patients recovering from disability with specialized therapies not covered by insurance.

As a licensed nonprofit accredited by the Joint Commission, REHAB is recognized for quality nationwide and consistently ranked among Hawaii Business magazine's Top 250, reflecting

our market strength and influence. REHAB discharges 86.1% of our patients back to home or community, demonstrating our commitment to helping patients become as independent as possible in their own living environments and getting them back to doing the things they love.

REHAB Foundation's balanced funding portfolio diversifies giving streams through individual donations, grants from foundations and corporations and special events revenues, such as an annual Golf Tournament and The Joy of Food and Wine event, which raised over $320,000 in 2024 to enhance REHAB's ability to deliver on its mission. REHAB's dedicated staff has the expertise to deliver specialized therapy programs to bring personalized, patient-centered care to improve the quality of life and health outcomes for individuals experiencing physical or cognitive disabilities from injury or illness.

For over 70 years, REHAB Foundation has developed strategies that generate revenue through focused philanthropic campaigns to offset costs for hospital programs not covered by private or government insurance. A grant of $150,000 will enable REHAB to strengthen our Recreational Therapy and Animal Assisted Clinical Therapy Programs to provide patients with an empowering pathway to recovery, enhancing physical, emotional and social well-being for a more comprehensive healing experience.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Rebuilding Lives, Restoring Hope through Pulmonary Recovery Program; #CT-DCS-23000
   Grant Period: 10/1/22 - 9/30/23 Grant Amount: $200,000
   Grant Purpose: To offer the Pulmonary Recovery Program to mitigate respiratory issues
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____

Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

5. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

6. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

7. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

8. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

9. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

10. Grant Activity Name & Contract #: _____
    Grant Period: _____ Grant Amount: _____
    Grant Purpose: _____
    Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
    Administrating Division: _____

11. Grant Activity Name & Contract #: _____
    Grant Period: _____ Grant Amount: _____
    Grant Purpose: _____
    Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
    Administrating Division: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*
N/A

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	The Salvation Army
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	**OTHER: Permanently improving the resilience of families in poverty and ALICE families with children.**

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

The Salvation Army's mission is to preach the gospel of Jesus Christ and to meet human needs in His name without discrimination. Established in 1894 in Honolulu, today The Salvation Army Hawaiian and Pacific Islands Division serves over 100,000 Hawaii residents each year. There are 11 Oahu locations with programs to combat homelessness, substance abuse, hunger, mental illness and poverty.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

The Salvation Army Pathway of Hope Program breaks the cycle of intergenerational financial instability and poverty. Families in poverty and ALICE families receive free, long-term, individualized case management, short-term help with rent and utilities, and life skills training to help them permanently overcome barriers, as they meet individualized goals set in their action plans.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The Pathway of Hope program will improve the lives of 129 individuals in 30 Honolulu families with minor children, including 4 households headed by kupuna ages 65+. Clients are in poverty or ALICE families, struggling with housing, food security, and employment. Success will be measured by the clients' ability to achieve lasting stability.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $30,000	☒ District 2 $10,000	☒ District 3 $10,000
☒ District 4 $5,000	☒ District 5 $15,000	☒ District 6 $30,000
☒ District 7 $5,000	☒ District 8 $10,000	☒ District 9 $35,000

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☒ H. Public Service – Other (describe): **Permanently improving the resilience of families in poverty and ALICE families with children**	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

11/18/2024
Date

Printed Name and Title: **Major Troy Trimmer, Divisional Commander**

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

KELLY PONTSLER

(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Major Troy Trimmer (name), Divisional Commander (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

KELLY PONTSLER

(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this _____ day of_____, 202__, before me appeared _____, personally known to me, who, being by me duly sworn, did say that he/she is the _____ of _____ and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said _____ acknowledged said instrument to be the free act and deed of said corporation.

PLEASE SEE CALIFORNIA NOTARY CERTIFICATE ATTACHED

Notary Public, State of Hawaii

My Commission expires:_____

Doc. Date:_____ # Pages _____
Name: _____ ____ Circuit
Doc. Description: _____

Signature Date

NOTARY CERTIFICATION

CALIFORNIA ACKNOWLEDGMENT CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of LOS ANGELES }

On OCTOBER 23, 2024 before me, G. IRIGOYEN-SALINAS, NOTARY PUBLIC,
Date *Here Insert Name and Title of the Officer*

personally appeared KELLY PONTSLER
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

G. IRIGOYEN-SALINAS
Notary Public - California
Los Angeles County
Commission # 2481314
My Comm. Expires Mar 3, 2028

Place Notary Seal and/or Stamp Above

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____
Signature of Notary Public

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document MAJOR TROY TRIMMER
Title or Type of Document: CERT OF THE BOD NO OBLIGATIONS IN ARREARS
Document Date: _____ Number of Pages: _____
Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____	Signer's Name: _____
☐ Corporate Officer – Title(s): _____	☐ Corporate Officer – Title(s): _____
☐ Partner – ☐ Limited ☐ General	☐ Partner – ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact	☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator	☐ Trustee ☐ Guardian or Conservator
☐ Other: _____	☐ Other: _____
Signer is Representing: _____	Signer is Representing: _____

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THE SALVATION ARMY
A CALIFORNIA CORPORATION
RANCHO PALOS VERDES, CA
RESOLUTION
DELEGATING AUTHORITY
TO EXECUTE CONTRACTS ON BEHALF OF
THE SALVATION ARMY

At a meeting of the Board of Directors of The Salvation Army, a religious corporation organized and existing under and by the virtue of the laws of the State of California, the following resolution ("Resolution") was adopted:

WHEREAS: The Salvation Army is a nonprofit corporation; and

WHEREAS: The Salvation Army is the principal legal instrumentality of the Western Territory, organized for the purpose of holding title to properties, entering into contracts, and otherwise acting as the Territory's legal agency; and

WHEREAS: Pursuant to the Territory's Bylaws, Section 2.04, F., and to further expedite the business affairs of the Territory, the Board of Directors may delegate authority to any officer or agent of the Territory to execute documents with legal effect on behalf of the Territory; and

WHEREAS: The Board of Directors seeks to optimize paperwork-processing timelines, reduce costs associated with transmission of paperwork between The Salvation Army's administrative components, and improve the overall efficiency of The Salvation Army's business processes, while still maintaining appropriate safeguards limiting authority to bind the corporation by keeping it consolidated within select offices and subjecting it to previously established approval procedures;

NOW, THEREFORE, BE IT RESOLVED: The Board of Directors authorizes the individuals holding the following command-head and Territorial Headquarters department- and section-head leadership positions ("Authorized Signatories") to execute documents on behalf of The Salvation Army, subject to the restrictions stated in this resolution:

- **Adult Rehabilitation Centers Command**: Adult Rehabilitation Centers Commander, Director of Special Services, General Secretary, and Secretary for Business;
- **Alaska Division**: Divisional Commander, Divisional Director of Women's Ministries, and Divisional Secretary for Business;
- **Southern California**: Divisional Commander, Divisional Director of Women's Ministries, and Divisional Secretary for Business;
- **Cascade Division**: Divisional Commander, Divisional Director of Women's Ministries, and Divisional Secretary for Business;
- **College for Officer Training**: Training Principal, Director of Campus Services, and Assistant Training Principal;
- **Del Oro Division**: Divisional Commander, Divisional Secretary for Business, Divisional Secretary for Program, and Divisional Director of Women's Ministries;

- **Golden State Division**: Divisional Commander, Divisional Director of Women's Ministries, General Secretary, and Divisional Secretary for Business;
- **Hawaiian and Pacific Islands Division**: Divisional Commander, Divisional Director of Women's Ministries, Divisional Secretary for Business, and Divisional Secretary for Program - Social Services;
- **Intermountain Division**: Divisional Commander, Divisional Director of Women's Ministries, and Divisional Secretary for Business;
- **Northwest Division**: Divisional Commander, Divisional Director of Women's Ministries, and Divisional Secretary for Business;
- **Southwest Division**: Divisional Commander, Divisional Director of Women's Ministries, Divisional Secretary for Business, and General Secretary; and
- **Territorial Headquarters**: Department and Section Heads

Said Authorized Signatories may sign all contracts-, finance-, property-, and business-related documents on behalf of the Western Territory to the same extent permitted of members of the Board of Directors and corporate officers under (a) the articles of incorporation and the corporate bylaws of The Salvation Army, (b) the current Board-approved minutes (formerly referred to as the *policies and procedures*) of The Salvation Army, and (c) any currently effective resolutions delegating additional authority to Board members and corporate officers; provided, however, that (i) the decision-making entity or body with authority to approve signature of a document to be executed under this resolution has done so in writing and in compliance with the current *Minutes* manual (formerly referred to as the *Policies and Procedures* manual) or currently effective resolutions, (ii) the counter-party to any transaction or the entity requesting signature by The Salvation Army does not require a member of the Board of Directors or other corporate officer to execute the associated documents, and (iii) under any applicable laws, regulations, or other government requirements, the documents to be signed do not in any way require signature by a Board member or corporate officer, or prohibit signature by individuals who are not Board members or corporate officers. As an example of point (i) in the prior sentence, if the current Board-approved minutes require that the Board of Directors approve a contract following Legal Department review and Command Finance Council recommendation, then each of those steps must occur before an Authorized Signatory may execute the associated documents.

This resolution does not diminish currently effective signature authority previously granted, and it does not grant authority to execute documents in any way not permitted under the laws of any state where the Western Territory operates.

CERTIFICATION

I, Terry O. Hughes, Secretary of The Salvation Army, do hereby certify that the above and foregoing is a true and correct copy of a resolution passed by the Board of Directors of The Salvation Army at a meeting of said Board of Directors at which a quorum was present, duly called and held on the 14th day of September, 2023.

IN WITNESS WHEREOF: I have hereunto set my hand and affixed the seal of said Corporation on this 14th day of September, 2023.

Terry O. Hughes, Secretary

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

As described by United Way, households below the Federal Poverty Level (FPL) and ALICE households "Asset Limited, Income Constrained, and Employed," and comprise 44% of all households in the City & County of Honolulu. These households are under constant financial hardship. An increasing percentage are families: ALICE households with children now make up 43% of all families in Hawaii. Women are more likely to be ALICE, and three-fourths (76%) of Honolulu ALICE households are headed by females with children. *(American Community Survey 2022, ALICE Threshold 2022).*

More low-income Honolulu families find themselves navigating from one crisis to another -- leaving them perpetually vulnerable and anxious about the future.

Numerous factors contribute to the perpetual cycle of crisis, not just for families in poverty, but also for working ALICE families:

- **Inflation hits harder**. 51% of ALICE families have difficulty paying for basics like food, housing, transportation, and medical expenses
- **Families struggle to save**. 23% of ALICE families in Hawaii cannot cover their expenses for four weeks with the money they have available.
- **Ill-equipped for the unexpected**. 35% of households are not at all or only slightly confident they have enough insurance to cover an emergency.
- **Nervous and anxious about the future**. 16% of ALICE households compared to 9% of non-ALICE households report feeling stressed nearly every day.

(ALICE in the Crosscurrents, An Update on Financial Hardship in Hawaii. Aloha United Way & United for ALICE. 2024.)

The target population is households in poverty and ALICE households. They have different backgrounds and circumstances but share some common traits. Of the 197 individuals in 46 families served by The Salvation Army Pathway of Hope since August 2021:

1. 100% were at risk of homelessness and 10% were actually homeless.
2. 100% had children aged 18 years or younger
3. 78% were living below the federal poverty level and 22% were ALICE and did not make a living wage at intake
4. 65% were headed by a single female
5. 63% were Native Hawaiians or Pacific Islanders
6. 54% were unemployed at intake
7. 12% were victims of domestic violence

All families accepted into the Pathway of Hope program demonstrated a willingness to improve their circumstances by jointly setting goals, devising action plans, and striving toward self-sufficiency with assistance from The Salvation Army community and its program partners.

Viable programs to reduce financial instability are scarce in Honolulu, especially ones like Pathway of Hope that consider the comprehensive well-being of all individuals. *"Little support is in place to prevent ALICE from slipping into poverty or for advancing,"* according to Aloha United Way.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

The Salvation Army's Pathway of Hope program will improve the life trajectories of 30 families including 90 children under 18 years old who desire to take action to break the cycle of crisis and embark on a path of out of intergenerational poverty. Pathway of Hope Case Managers come alongside clients for 6-18 months to strategize solutions to overcome their specific challenges, using a positive, strength-based approach.

Since its founding in 1865, The Salvation Army has served as a bridge between families and communities providing "soap, soup and salvation" to the damaged and destitute. We believe that anyone can change. As The Salvation Army founder William Booth said over 150 years ago, *"It is not enough to give a man a better wage or a better job, or a better house only – you must show him how he may be given a new heart with the will and the character to match it."* In other words, it is not enough to provide a food box to someone suffering from hunger or a bed for the night to a person without a home. Through the Pathway of Hope program, the Salvation Army has expanded its tradition of compassionate aid to prevention of intergenerational poverty at its root.

Pathway of Hope focuses on helping families with minor children because research has compellingly established that poverty threatens children's well-being even after they are grown. Being born into poverty strongly predicts ongoing impoverishment, and children who experience poverty for more than half of their childhood are 32 times more likely to be poor as adults compared to their more fortunate peers.

As our program name indicates, we also believe that hope much more than an emotion – it is a cognitive skill that can be taught and developed. Combined with life skills training and a modest amount of financial help, people with hope can pull themselves from the clutches of poverty by increasing their belief in the positive and the possible. Esther Duflo is a Nobel Prize winning French economist researching global poverty. Her research in West Bengal India revealed that people who accepted a grant of a free cow or other small asset were more likely to break through the cycle of despair and make positive changes in their lives that subsequently became self-fulfilling. Duflo's data showed that these positive changes endured, even after the financial help had stopped. Duflo believes that lack of hope can cause poverty. (*Hope Springs a Trap*, The Economist, 5/12/2012)

To address this pressing community issue, the Pathway of Hope Program offers personalized services to families with children, meeting their immediate basic needs while fostering long-term engagement to break the cycle of poverty. By providing crucial support and resources, this initiative empowers families to overcome challenges and build a brighter future, promoting lasting self-sufficiency and overall well-being.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The Salvation Army Community Assistance Center (CAC) Pathway of Hope program will help Oahu families break the cycle of intergenerational poverty by providing 6-18 months of free, intensive case management services to 30 families comprised of 129 individuals including 90 minor children. Four (4) families served will be led by kupuna ages 65+.

Pathway of Hope program outcomes directly align with the priority of the Grants in Aid Fund by providing transformative social services to underserved populations deemed most vulnerable by the City & County of Honolulu: children living in poverty, kupuna ages 65+ living in poverty; individuals experiencing homelessness/on the verge of becoming homeless, including a majority native Hawaiian/Pacific Islanders; domestic violence survivors; and/or individuals suffering from the effects of substance abuse or poor mental health.

These are the target outcomes for families who graduate from the Pathway of Hope program:

- 75% will increase their household income with subsidy by 20%
- 90% will obtain/retain stable housing during enrollment
- 100% of graduating clients will increase their hope as measured by the Herth Hope Index
- 100% will obtain/retain a reliable source of food
  100% will achieve at least one significant goal on their personal action plan (e.g., go back to school, secure employment or increase income, etc.)

Pathway of Hope services extend beyond simply meeting immediate needs. They identify and address the underlying causes of poverty, complementing The Army's long history of selfless service. Pathway of Hope promotes family resiliency and long-term stability by helping families overcome barriers and achieve personal goals they set in their individual action plans. As South African leader and Nobel Prize winner Desmond Tutu once said, *"There comes a point where we need to stop just pulling people out of the river. We need to go upstream and find out why they're falling in."*

The Pathway of Hope program offers families personalized support in physical, emotional, educational, professional, residential, and spiritual aspects, fostering long-term life transformation. Hope is not just a feeling that things will somehow work out. Rather it is a cognitive skill that can be honed. Training people to increase hope and to find a better way out of tough circumstances is an effective mechanism for change which has been validated by many studies over decades. (Laranjeira C, Querido A. *Hope and Optimism as an Opportunity to Improve the "Positive Mental Health" Demand*. Front Psychol. 2022 Feb 24.) In fact, over 2,000 studies, according to Amanda Ripley columnist for The Washington Post, *"…have demonstrated that people with stronger hope skills perform better in school, sports and work. They manage illness, pain and injury better and score higher on assessment of*

happiness, purpose and self-esteem." ("*This element is critical to human flourishing – yet missing from the news*," Amanda Ripley, 3/30/2023)

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Prospective clients are screened by Case Managers who assess each family's unique circumstances. Standardized assessment tools identify their needs and monitor progress throughout the service period:

- The University of Rhode Island Change Assessment (URICA): Assesses a family's position along the Stages of Change model to determine program readiness. Successful participants acknowledge the need for change and express a genuine desire to pursue it.
- Personal Strengths Assessment: Identifies and emphasizes client strengths, facilitating the delineation of clear goals.
- The Herth Hope Index: Measures changes in a client's sense of hope over time. This assessment occurs at regular three-month intervals during program participation, upon program completion, and at three, six, and 12-month follow-up points.
- Client Self-Sufficiency Matrix: Evaluates client functioning, changes in status, and response to services in areas such as Basic Needs, Health/Disability, Basic Functions, and Family. This assessment takes place at regular three-month intervals during program participation, upon program completion, and at three, six, and 12-month follow-up points.

Two Pathway of Hope Caseworkers deliver these activities:

- Qualifying and determining client eligibility for Pathway of Hope case management services and financial assistance.
- Conducting client intake and assessments, including URICA, Client Sufficiency Matrix, and Herth Hope Index.
- Facilitating one-on-one goal setting. With client input, recommending a personal Action Plan for each case using best practices from the Pathway of Hope manual.
- Meeting with the client regularly to review and update the agreed upon Action Plan. Assisting clients in identifying barriers to success. Conducting motivational interviews to support clients in moving toward self-sufficiency.
- Assisting clients in obtaining and appropriately utilizing community resources, particularly housing, employment, recovery support programs, educational opportunities, and other relevant services.
- Building a positive network of relationships with community resources.
- Working with clients to make important appointments, e.g., getting an ID, court appointments, food pantries, the Welfare office, etc.
- Recording client information using WellSky, The Salvation Army social services data manager.

Two Community Assistance Center Program Staff deliver these activities:

- YES! Life Skills training: Two six-class series will be conducted. The first series will cover SMART goals, establishing positive habits, managing stress, financial wellness,

soft skills for employment, and improving emotional intelligence. The second series of workshops will be the FDIC Money Smarts for Adults curriculum.
- Financial Literacy training for students in grades 6-12: Two four-class series will focus on the FDIC Money Smarts for Young People, a free resource designed to help youth learn about money and financial matters with age-specific lessons.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

The Salvation Army (TSA) respectfully requests $150,000 of a total budget of $472,279. $286,679 is secured and $35,600 is pending from prior and new funders, including the Teresa F. Hughes Trust, FEMA Emergency Food & Shelter Program, Aloha United Way, and the Bell Foundation.

- Direct Salaries/Wages and Fringe Benefits ($131,853 City, $196,463 TSA): One FTE Pathway of Hope (POH) Case Manager (CM) will serve 18 families and one 60% FTE Divisional POH CM will serve 12 families. Both CM screen clients, evaluate applications for financial assistance, provide case management, and refer clients to other community resources. Both CM record and maintain client information and report performance outcomes to the City. TSA will contribute 1.13 FTE to staff the Life Skills workshops with 2 positions: The Community Assistance Center (CAC) Program Manager and CAC Engagement & Education Specialist.
- Office Rent ($4,800 City, $29,029 TSA): Portion of CAC office rent of $2,828.79/month at the Ka'uluwela Corps.
- Consumable Office Supplies ($0 City, $1,990 TSA)
- Program Activities Supplies ($5,400 City, $452 TSA): Life Skills curriculum supplies-including binders, tab dividers, poster boards, vision board art supplies; aroma therapy supplies and stress balls for stress management class; Life Skills graduation incentive $25 gift cards for 8 families. FDIC Money Smarts for Young People class supplies-including post its, flip chart paper, markers, pens. 10 Disaster kits containing non-perishable food, hand-crank radio, batteries, flashlight, first-aid kit, etc., as listed on ready.gov/kit. POH graduation incentive of $100 each for 8 graduating families.
- Mileage & Parking ($0 City, $1,800 TSA)
- Postage ($0 City, $300 TSA)
- Conference/Training ($447 City, $1,500 TSA): Specific training for the CM, including ethics & boundaries, cultural competency, and children, youth & families. Fees for Hawaii Institute on Violence Abuse and Trauma Conference, Hawaii Homelessness and Housing Awareness Conference.
- Telecommunications: ($0 City, $3,600 TSA)
- 'Ohana Events & POH graduation: $0 City, $4,000 TSA): Venue rental, refreshments, decorations for a summer event at Camp Homelani in Waialua and a Christmas event at the Kroc Center Hawaii for 10 families of 50 people per event.
- Kroc Center Hawaii Memberships ($0 City, $22,545 TSA): 15 POH families will enjoy the full benefits of a Kroc Center membership for a year.
- Direct Financial Assistance ($0 City, $60,600 TSA): Families facing imminent eviction or disconnection can apply for emergency financial assistance. TSA has secured $50,000 and expects the balance of funding needed from Teresa F. Hughes Trust, Aloha United Way Safety Net, and FEMA Emergency Food & Shelter program.
- Indirect costs ($7,500 City, $0 TSA): Legal, management, information services, accounting, human resources, and computer support.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Staff responsible for program outcomes are already in place and trained. If awarded a Grant In Aid, The Salvation Army is ready to immediately launch the program upon receiving the notice to proceed.

CAC POH accepts clients on a rolling basis. Financial assistance determinations are made within 72 hours from receipt of all supporting documents to determine eligibility. Once assessments are completed and families are accepted into the Pathway of Hope program, their time in active service varies according to their needs but the length of service is typically 6 to 18 months.

CAC POH will deliver continuous free, intensive Case Management services throughout the project term. Each family will set individual goals in action plans to overcome their specific barriers to achieving stability in housing, employment, childcare, etc.

At the end of the project term, a total of 30 families (including 4 families led by kupuna ages 65+) will have received intensive case management and support to improve their self-sufficiency and level of hope. Client progress will be measured by the Client Self Sufficiency Matrix, hope is measured by the Herth Hope Index, and the University of Rhode Island Change Assessment Scale (URICA) is used upon intake to evaluate readiness to change. Evaluation data will be collected on the following schedule:

- Within 1 month of initial contact, CAC staff assists each head of household to complete the Herth Hope Index and the Client Self Sufficiency Matrix.
- Within 2 months of initial contact the head of household completes a Personal Strengths Assessment, a Spiritual Assessment, and signs the Working Together agreement.
- 3 months after completion of the initial assessments, and every 3 months thereafter until graduation from services, the head of household will be assessed for improvements in Herth Hope Index or Client Self- Sufficiency Matrix scores from their initial scores at intake.
- Clients will complete a satisfaction survey at 6 months and at graduation from services.

Individual case notes will be entered into WellSky on a regular basis. WellSky data and case notes will be reviewed and evaluated for progress at 3, 6, 9, and 12 months after intake. Program quality will be ensured by monthly case note reviews and quarterly reviews of WellSky data by the Divisional Pathway of Hope Case Manager. She will also meet with families and their Case Manager regularly to review case progress. Annual staff training in motivational interviewing, family-centered action planning, ethics and confidentiality standards, and policies and procedures is ongoing.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

The Pathway of Hope approach was developed and tested over a dozen years by the national Salvation Army. Pathway of Hope provides enhanced services that take a holistic

approach to tackling loss of income, mental health challenges, substance use disorders, lack of basic needs, and more.

Most clients initially come to The Salvation Army seeking financial assistance for housing and food. The Community Assistance Center is very experienced in assessing need and delivering basic necessities. During fiscal year 2023, the Community Assistance Center directly served 214 households and distributed $147,000 in direct financial assistance:

- 110 households comprised of 463 individuals received rent and security deposits
- 81 households got help with electricity, water, gas, and phone payments
- 23 households got food, household items, clothing, and/or transportation.

Clients who received rent and utility assistance also received financial literacy and household budgeting coaching. In addition to direct assistance, the Community Assistance Center made warm hand-offs (contacts with other agencies, with the client present) for childcare, legal advice with immigration issues, translation services, and more.

Nearly half (14) of the 29 Pathway of Hope families served in FY24 chose to enter the program after receiving rent, utilities or other material assistance from the Community Assistance Center. In addition, eight families were referred from other Salvation Army programs, four were referrals from other agencies, and three were already enrolled during the previous year.

Pathway of Hope Case Managers provide 6-18 months of free support for families so they can successfully overcome barriers that prevent their economic mobility: stable housing, employment/income, food, and childcare. Pathway of Hope provides rent/utilities assistance, education support and life skills training, and individualized services that promote resiliency, economic stability, and long-term growth.

In 2023, the Community Assistance Center deepened its services beyond basic needs assistance, adding YES! Life Skills, a series of free workshops. YES! Life Skill class topics include financial literacy, job skills, stress management, positive relationship building, soft skills, housing, goal setting, and habit formation. In FYE 9/30/24, CAC conducted 20 YES! Life Skills classes, delivering 42 teaching hours to 22 unique households.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Organizational Knowledge: The Pathway of Hope method was created by The Salvation Army in 2012. It has been tested in 500 communities in 40 states, and since 2021 has already helped nearly 200 people in Hawaii. Trained case workers cultivate the strengths, resources and problem-solving skills of clients so that they can truly and permanently change the trajectory of their lives.

The Salvation Army has decades of experience assisting Oahu families in poverty and ALICE families to increase their financial and housing stability. The Community Assistance Center opened in 1987 and for 37 years has continuously served thousands in need. CAC staff are

trained in assessing requests for emergency financial and material assistance. TSA is a certified agency of the FEMA Emergency Food and Shelter Program.

Staffing: Divisional Pathway of Hope Case Manager Abraleen Keliikuni (MSW, LSW) is the lead for delivery of POH services and also provides Case Management. As a graduate of the University of Hawaii at Manoa, Abraleen first fulfilled her passion to help people as the Admissions Director at Lunalilo Home where she served dozens of kupuna through the COVID-19 pandemic, and previously worked for Lanakila Pacific and Papa Ola Lokahi.

CAC Director Deann Aiu manages the POH program. Deann has 19 years of experience in program management and community service, including 7.5 years with The Salvation Army. Deann is skilled in strategic planning, team leadership, and financial management, having successfully overseen various departments and projects that enhance community well-being. Deann's ability to collaborate with diverse groups and her strong communication skills have been instrumental in creating efficient systems and fostering community partnerships.

Fiscal Resources: Honolulu was one of a handful of cities nationwide selected for a multi-year POH grant from national The Salvation Army Human Needs Index (HNI) program. HNI gave $50,000 to CAC to distribute to Honolulu residents in direct financial emergency assistance for rent, utilities, and other basic needs.

Facilities: CAC is located on Vineyard Boulevard and Aala St., between Kalihi and downtown Honolulu.

Other Resources: The Salvation Army in Hawaii is a recognized expert in substance use disorder treatment through its Family Treatment Services, Addiction Treatment Services, and Adult Rehabilitation Center. CAC presents information on these programs and provides warm handoffs for POH clients who need treatment.

Stakeholders & Relationships: CAC cross-refers clients for other services with Catholic Charities Hawaii, Institute for Human Services, Goodwill Industries of Hawaii, Special Olympics Hawaii, and Helping Hands Hawaii. For example, the Goodwill SNAP Employment and Training program referred two families who subsequently enrolled in the Pathway of Hope program. In turn, CAC refers clients to Goodwill for employment and job readiness training and bus passes, clothing, and work tools.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Motivated by The Salvation Army's Christ-centered mission, CAC is a place where friends facing financial hardship find hope, purpose, and lasting-stability. The CAC FY23-25 Strategic Initiatives plan prioritizes three high-need populations: ALICE households, kupuna, and people recently released from incarceration or substance use disorder treatment.

To strengthen services to Oahu ALICE families, the CAC will expand its YES! Life Skills program, by partnering with churches and agencies across the island. CAC is exploring partnerships with organizations such as New Hope Central Oahu and Catholic Charities at Hale Wai Vista to provide space for classes while partners such as Goodwill Employment and Training to serve as co-facilitators and subject matter experts.

Additional opportunities identified to improve Pathway of Hope outcomes include expanding services to enrolled youth. CAC looks forward to engaging the Boys & Girls Club of Hawaii, the YMCA, and Center for Tomorrow's Leaders for program opportunities. HCAP's Head Start program has also been identified as a partner in serving the ALICE community because Pathway of Hope Case Managers refer families with preschool children to HCAP Head Start and in turn, HCAP Head Start will refer families of graduated preschoolers to Pathway of Hope for extended case management support.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

The Salvation Army has a stable business model that has withstood historic fluctuations in funding as well as challenges with government contract reimbursements. The Salvation Army will maintain a highly diverse mix of revenue sources, including government contracts/fees, private foundation grants, individual and planned gifts, corporate donations, allocations from the regional and national Salvation Army, program fees, retail revenue, gifts in-kind, and endowment earnings.

The Salvation Army has been a front-line provider of basic needs assistance since its founding in Hawaii and has 130 years of service delivery experience in the islands. It is an excellent steward of financial support it receives from the community; in 2023, 74 cents of every dollar raised were used for direct program support.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Grant in Aid Fund 2025 CT-DCS-2500066
   Grant Period: 10/1/24-9/30/25 Grant Amount: $150,000
   Grant Purpose: Seniors: Caring & Community Connections for our Kupuna
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services (DCS)

2. Grant Activity Name & Contract #: Grant in Aid Fund 2022 CT-DCS-2200056
   Grant Period: 10/1/21-9/30/22 Grant Amount: $159,647
   Grant Purpose: Homelessness Diversion for People Exiting Substance Abuse Treatment & Incarceration
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: DCS

3. Grant Activity Name & Contract #: Grant in Aid Fund 2021 CT-DCS-2100082
   Grant Period: 10/1/20-9/30/21 Grant Amount: $125,000
   Grant Purpose: Diversion Program for Recently Incarcerated & Other Homeless Persons
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: DCS

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☒ Removing barriers to support community inclusion and accessibility for persons of all abilities.

- How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Pathway of Hope will serve four households headed by kupuna. For example, among the current clients are grandparents who are court-ordered guardians for their 7 grandchildren. They are receiving support from Pathway of Hope Case Managers on how to access special educational services like Individualized Educational Plans and Sec. 504 plans for students with disabilities, and how to use email to access other services.

The proposal addresses Priority #1 "*Enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages" by providing:*

- Kroc Center member scholarships for 4 kupuna-led households to give them access to stimulating social and wellness activities.
- Free Life Skills classes which include stress management and nutrition. If a kupuna decides that improving nutrition and brain health are among their personal goals, the Pathway of Hope Case Manager helps them find personalized

resources and checks up on their progress. Life Skills classes also address and refresh kupuna parenting skills such as goal setting, emotional intelligence, as well as how to handle the additional expense of caring for grandchildren.
- Family events in the summer and at Christmas will encourage intergenerational bonding between grandparents and grandchildren.
- Grandparents will be encouraged to participate in the Money Smarts for Young People financial literacy classes alongside their grandchildren.

The proposal addresses Priority #3, *"Removing barriers to support community inclusion and accessibility for all,"* by providing:

- Disaster preparedness training prior to the start of hurricane season, conducted by The Salvation Army Hawaii Director of Disaster Services Ryan Yoshimoto, as well as a free disaster preparedness kit.

Should an award be received, the Divisional Pathway of Hope Case Manager will be responsible for any additional age-friendly project reporting requirements.

Proposal 158

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	The United Chinese Society of Hawaii (Chun Wa Hui Quon)
B. Is Grantee a Fiscal Sponsor?	☐ Yes x No
C. Grant Activity Name:	United Chinese Society Building Improvements

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

The United Chinese Society of Hawaii (Chun Wa Hui Quon) is a 501c3 representing over 100 Chinese societies and orgs. Est. in 1884, our mission is to celebrate and preserve the cultural heritage of the Hawaii Chinese community by fostering collaboration among Chinese societies and nurture a cross-generational community with programs focused on addressing economic, cultural, and social needs.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

This project addresses critical safety, maintenance, and accessibility needs in the United Chinese Society building including replacing outdated electrical plugs and switches, repainting the interior, and replacing a deteriorating chairlift to improve building accessibility for seniors and individuals with disabilities.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

UCS' building upgrades will enhance safety, accessibility, and cultural engagement for over 5,000+ individuals, including young adults, families, and seniors. These improvements support UCS' ability to host pillar cultural events benefiting and preserving Hawai'i's unique multicultural identity. Success will be measured by project completion and increased participation in events and programs.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

x District 1 $ 3,750	x District 2 $ 3,750	x District 3 $ 3,750
x District 4 $ 3,750	x District 5 $ 3,750	x District 6 $ 10,000
x District 7 $ 3,750	x District 8 $ 3,750	x District 9 $ 3,750

Total Amount Requested (must be $25,000 to $150,000)	$ 40,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	x B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Ivy Yeung, President

12/11/24
Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Mona Choy

(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Ivy Yeung (name), President (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Mona Choy

(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 6th day of December, 2024, before me appeared Mona choy, personally known to me, who, being by me duly sworn, did say that he/she is the _____ of _____ and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said she acknowledged said instrument to be the free act and deed of said corporation.

ALBERT MAK NOTARY PUBLIC Comm. No. 06-293 STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: May 28 2026

Doc. Date: 12/9/2024 # Pages 1
Name: Albert Mak Circuit
Doc. Description: Certificate of Board of directors no obligation in arrears

Signature Date 12/9/2024

NOTARY CERTIFICATION

ALBERT MAK NOTARY PUBLIC Comm. No. 06-293 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

The United Chinese Society (UCS) plays a pivotal role in preserving the Chinese community's cultural heritage, a cornerstone of Hawaii's rich and diverse identity. However, much of the knowledge and traditions that contribute to this unique cultural tapestry are held by aging members of our community. From the detailed customs of Ching Ming to traditional celebrations held for Mid-Autumn Festival and Chinese New Year, these generational practices represent a living history that connects us to our ancestors and ensures that Hawai'i's rich cultural heritage remain vibrant and diverse.

UCS is dedicated to sustaining and sharing this heritage through its robust programming. Events like the Family Day Picnic at Kapiolani Park and Annual Chinatown Cleanup showcase our commitment to fostering community unity and pride. Seminars on governance, legislative updates, and taxation equip multi-generations with the tools to carry forward the community's values and legacy. Programs like NexGen bridge the generational gap by engaging young adults with cultural classes and professional workshops, ensuring they are inspired and empowered to lead the next chapter of our story.

Yet, the aging infrastructure of the UCS building threatens the ability to fulfill this mission. An inoperable chairlift limits accessibility for our elders, who are the guardians of these traditions. Outdated electrical systems pose safety risks while also preventing future improvements to be made such as A/C installation, security systems, etc., and deteriorating paint diminishes the building's welcoming atmosphere. These challenges make it increasingly difficult to provide a safe, inclusive space where elders can share their wisdom, and younger generations can learn and thrive.

By conducting necessary building improvements such as the replacement of electrical outlets and switches, painting the interior of the building, and the replacement of a defunct chairlift, we ensure that the aging hands holding these invaluable cultural treasures have a safe and accessible space to pass them on. These improvements will not only preserve the legacy of Hawaii's Chinese community but also ensure that it continues to enrich the broader multicultural landscape for generations to come.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

The scope of work for this project addresses critical upgrades to the United Chinese Society (UCS) building, ensuring it remains a safe, accessible, and welcoming space for community programming, events, and shared use by local organizations, including a lion dance club that utilizes the hall for practice and storage.

Painting the Interior: The UCS building's interior walls are visibly worn and deteriorating, diminishing its welcoming atmosphere. As a home to records, artifacts, and cultural items, maintaining the interior is also essential to preserving our 140+ history.
Scope of Work to Be Done

- Contacting reputable contractors to secure quotes.
- Cleaning, patching, and priming walls and ceilings.
- Applying high-quality, durable paint to event halls, meeting rooms, hallways, offices, and restrooms.

Replacement of the Chairlift: The current chairlift is outdated and inoperable, restricting accessibility for seniors and individuals with mobility challenges, limiting their ability to participate in events and programs. Accessibility is vital to UCS's mission of inclusivity.
Scope of Work to Be Done

- Contacting reputable contractors to secure quotes.
- Removal of the old chairlift.
- Installation of a modern, ADA-compliant chairlift supporting wheelchairs and other mobility aids.

Replacing Electrical Outlets and Switches: The outdated electrical system poses safety risks, including potential electrical shorts and fire hazards, endangering children, seniors, and all building users. Upgrading the system is critical for safety and for supporting future infrastructure improvements.
Scope of Work to Be Done

- Contacting reputable contractors to secure quotes.
- Replacing all electrical outlets and switches with code-compliant fixtures.
- Ensuring proper grounding and safety standards, with work performed by a licensed electrician.

The proposed upgrades ensure that the UCS building remains a safe, accessible, and welcoming hub for cultural preservation and community engagement. Painting the interior revitalizes the space, attracting greater participation in cultural events, educational programs, and gatherings, and maintains a safe, clean space to store cultural artifacts and historical records. Replacing the inoperable chairlift ensures seniors and individuals with mobility challenges can fully access all building levels; This upgrade directly supports vulnerable community members, safeguarding their ability to contribute to and benefit from programs that preserve and celebrate Chinese culture in Hawaii. Upgrading the electrical system eliminates safety hazards, providing a secure environment for all users and supporting future infrastructure improvements, including the new chairlift. Together, these enhancements allow the UCS building to continue serving the community effectively, fostering intergenerational connections and ensuring a vibrant, functional space for groups like the lion dance club and other vital programs

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The UCS Grant Activity will directly benefit over 5,000 individuals annually, including young adults, families, seniors, and individuals with disabilities.

Measurable Outcomes

Safety Improvements

- Replacing all outdated electrical outlets and switches will eliminate fire hazards and enhance the safety of the building, benefiting approximately 5,000 users annually.
- This will ensure reliable and secure operations for events such as the Mid-Autumn Festival, Family Day Picnic, and Chinatown Cleanup.

Accessibility Enhancements

- Installing a new ADA-compliant chairlift will provide mobility-impaired individuals, including over 200 seniors annually, with safe and reliable access to all levels of the building.

Aesthetic and Functional Upgrades

- Repainting the interior will restore the building's welcoming environment, improving the quality of experience for over 1,000 attendees of UCS-hosted workshops, NexGen programs, and cultural events annually.
- This will also enhance the usability of the space by partner organizations like the lion dance club and other societies.

The project advances the GIA's purpose by improving safety, accessibility in a space dedicated to community engagement. By addressing infrastructure issues, the upgrades enable UCS to continue hosting events and programs that support cultural preservation, economic development, and intergenerational education at no/low cost. This directly benefits low- to moderate-income populations who rely on UCS as a resource for affordable, culturally enriching opportunities.

Direct Benefits to Target Populations:

- Seniors and Individuals with Disabilities: The new chairlift will ensure their inclusion in events, workshops, and programs, safeguarding their ability to participate and contribute to cultural preservation.
- Young Adults and Families: The NexGen program will continue to engage young adults aged 19-40 in leadership development and cultural education, while families will benefit from intergenerational events such as the Family Day Picnic and Chinatown Cleanup.
- Cultural Enrichment for All: Events like the Mid-Autumn Festival and workshops on topics such as legislative updates provide educational and cultural value for the entire community, including tourists and residents. We provide a majority of our workshops and events to the public at no cost to ensure accessibility. The lion dance club, a cultural symbol and youth-oriented program, will maintain its practice and storage space in a safe, functional building.
- Sustainable Improvement: These upgrades ensure the UCS building remains a vital resource for fostering cultural pride, community connection, and intergenerational learning. By enhancing accessibility and safety, the project guarantees the sustainability of UCS programs that enrich the well-being and quality of life for Honolulu's diverse community, particularly low- to moderate-income populations.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Action Plan
To achieve the stated measurable outcomes, the following action plan outlines the steps, milestones, and partnerships necessary to complete the infrastructure upgrades. This plan ensures timely execution, high-quality results, and alignment with the project's goals.

Step 1: Project Initiation and Planning
- Tasks:
  - Secure licensed contractors for painting, electrical work, and chairlift installation.
  - Finalize project schedule and milestones in collaboration with contractors.
  - Obtain necessary permits, if applicable.
  - Inform UCS members and stakeholders of the project timeline to coordinate any disruptions.
- Milestone: Contracts signed with all service providers, and a detailed project timeline is established.

Step 2: Electrical System Upgrades
- Tasks:
  - Replace all electrical outlets and switches throughout the building.
  - Conduct safety inspections during and after installation to ensure compliance with electrical codes.
- Performance Measures:
  - Replace all outdated electrical fixtures in public and shared spaces.
- Milestone: Completion of electrical upgrades, verified by safety inspection reports.

Step 3: Interior Repainting
- Tasks:
  - Prepare all surfaces for painting (cleaning, patching, priming).
  - Apply high-quality, durable paint to all event halls, offices, hallways, and shared spaces.
- Performance Measures:
  - Completion of painting work covering 100% of identified interior spaces.
  - Conduct post-project walkthrough to verify quality of work.
- Milestone: Interior painting completed, creating a vibrant, welcoming environment.

Step 4: Chairlift Replacement
- Tasks:
  - Remove the existing inoperable chairlift.
  - Install a new ADA-compliant chairlift, including any necessary structural modifications to ensure functionality.
  - Conduct testing to confirm safety and accessibility standards are met.
- Performance Measures:
  - Installation of a fully operational, ADA-compliant chairlift that provides safe access to all building levels for seniors and individuals with disabilities.
- Milestone: Chairlift installation completed and certified for use.

Partnerships

1. Contractors:
    - Electrical Contractor: Responsible for replacing outlets and switches, ensuring safety and compliance with local codes.
    - Painting Contractor: Handles surface preparation and interior painting.
    - Chairlift Vendor: Supplies and installs the ADA-compliant chairlift, ensuring proper functionality.

This action plan ensures the UCS building meets the community's needs for safety, accessibility, and functionality, preserving its role as a cultural and community hub.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

The total budget for this project is $40,000, allocated across three critical infrastructure upgrades: electrical system replacements, interior repainting, and the installation of a new chairlift.

Electrical System Replacement - $5,000
This portion of the budget will fund the replacement of outdated electrical outlets and switches throughout the building. These upgrades are necessary to eliminate safety hazards such as potential electrical shorts and fire risks, ensuring the safety of building users during events, workshops, and daily activities.
Costs Include
- Materials (e.g., code-compliant outlets and switches).
- Labor provided by a licensed electrician

Outcomes Supported
This expenditure ensures the building meets modern safety standards, directly benefiting users who rely on the facility for cultural programming and events and broadening the scope of community members that have access to the space.

Interior Repainting - $20,000
This allocation covers the repainting of all interior walls to restore the building's appearance and create a welcoming environment for community activities and cultural events. The painting project ensures the facility remains a clean space for users, partner organizations, and cultural preservation.
Costs Include
- Surface preparation (cleaning, patching, and priming).
- Materials
- Labor provided by professionals.

Outcomes Supported
A newly painted interior will improve the overall user experience and increase participation in UCS-hosted events like the Mid-Autumn Festival, and cultural and educational workshops.

Chairlift Replacement - $15,000
This portion of the budget will fund the removal of the existing, inoperable chairlift and the installation of a modern, ADA-compliant replacement. The chairlift is a critical accessibility feature that ensures seniors and individuals with disabilities can safely access all levels of the building.
Costs Include
- Equipment purchase
- Installation labor: Performed by a licensed contractor
- Possible necessary structural adjustments to ensure proper integration of the new lift.

Outcomes Supported
The new chairlift will directly benefit 200+ seniors and individuals with disabilities annually, ensuring their full participation in cultural events, educational workshops, and other community programs. This improvement reinforces UCS's mission of inclusivity and accessibility.

The $40,000 grant ensures the UCS building remains a safe, accessible, and vibrant hub for cultural preservation and community engagement. Each line item addresses specific infrastructure needs that directly align with the Grants in Aid Fund's priorities of supporting vulnerable populations, fostering community development, and improving the well-being of local residents. By funding these upgrades, UCS can continue to serve as a cornerstone of Honolulu's Chinese community, preserving its cultural legacy while supporting the sustainable improvement of the lives of the individuals and families who rely on it.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Project Timeline
The project will span 5 months, ensuring all work is completed efficiently and aligns with the desired outcomes of improving safety, accessibility, and aesthetics in the United Chinese Society (UCS) building.

Month 1: Project Initiation and Preparation
- Tasks:
  - Secure contracts with licensed electricians, painters, and chairlift installers.
  - Finalize the project plan and schedule with contractors.
  - Obtain any necessary permits for the chairlift installation and electrical work.
  - Communicate the project timeline and impact to UCS members, stakeholders, and partner organizations, such as the lion dance club.

Month 2: Electrical System Replacement
- Tasks:
  - Replace all electrical outlets and switches with modern, code-compliant fixtures.
  - Conduct safety inspections during and after the work to ensure compliance with local codes.
- Performance Measures:
  - 100% replacement of identified electrical outlets and switches.
  - Final safety certification obtained from a licensed electrician.

Month 3: Interior Repainting
- Tasks:
  - Prepare surfaces by cleaning, patching, and priming walls and ceilings.
  - Apply high-quality, durable paint throughout interior spaces, including event halls, offices, hallways, and shared spaces used by the lion dance club.
  - Minimize disruptions to ongoing activities by coordinating work schedules with stakeholders.
- Performance Measures:
  - Repainting of all interior spaces completed with a high-quality finish.
  - Conduct a walkthrough to verify quality and completion.

Month 4-5: Chairlift Replacement
- Tasks:
  - Remove the existing, inoperable chairlift.
  - Install a modern, ADA-compliant chairlift, including structural modifications as needed.

- Conduct testing to ensure safety and functionality for mobility-impaired users.
- Performance Measures:
  - Installation of a fully operational chairlift that complies with ADA standards.
  - Safety certification obtained for the new chairlift.

Key Milestones Summary

1. Month 1: Contracts finalized, permits obtained, project kickoff.
2. Month 2: Electrical upgrades completed and safety-certified.
3. Month 3: Interior repainting completed and verified.
4. Month 4-5: Chairlift installation completed and certified for use.
5. Ongoing: Full resumption of community programming in a safe, accessible, and welcoming building.

UCS will develop a Schedule of Values that will outline major tasks and milestones within each individual project, and the associated costs values of that individual task. On a regular basis, we will provide updates to the schedule of values and assign percentage complete values (0%-100%) and associated dollar amounts to track progress made within the past reporting period. In that way, an accurate assessment of completed tasks could be tracked.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

The United Chinese Society (UCS) is well-positioned to administer the proposed grant activities

Previous GIA-Funded Project: UCS has successfully completed a roof replacement using 2019 Grants in Aid funding in the past which helped to preserve the integrity of the building and supported ongoing community programs. This project was executed on time and within budget, with positive feedback from stakeholders and the community.

Hawaii Energy Rebate Program: UCS successfully utilized the Hawaii Energy Rebate program to install energy efficient A/C units and lighting throughout the building, overseen by the current Capitol Improvement Oversight Team.

The above projects conducted since 2019 has led to the growth of UCS' membership including the formation of its NexGen group, a youth lead group with a mission to create intergenerational programming to empower our community to preserve our cultural heritage. Programming has included cultural workshops such as "Cooking and Storytelling", Chinese Kite making at the Annual Family Day picnic, and the "Heritage & Vision: A Spotlight on Leaders Shaping Hawai'i" Speakers series. This programming creates opportunities for both young and old to engage with Cultural and Community building events together. With future capitol improvements planned, increased engagement with UCS programming is expected.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Expert Leadership and Quality Assurance: UCS has a duly-elected Trustee with an US Army Corps of Engineers (USACE) Quality Control Certification for the 3 Phases of Control – Quality Assurance and Quality Control Program. This certification, used by both USACE and the U.S. Navy Facilities Engineering Command, ensures that construction objectives meet rigorous quality standards through control, review, inspection, and follow-up.

UCS CAPITOL IMPROVEMENT OVERSIGHT TEAM:

NAME	OCCUPATION	ROLE
VICTOR LIM	MCDONALDS OF HAWAII	BUSINESS CONSULTANT
MR MICHAEL LAU	ATTORNEY	LEGAL CONSULTANT
MR JEFFREY	CPA	ACCOUNTING CONSULTANT
MR RANDY CHU	PROFESSIONAL ENGINEER	ENGINEERING CONSULTANT
MR BRANDON CHONG CONSULTANT	CONSTRUCTION MANAGER QUALITY ASSURANCE	CONSTRUCTION
MS MONA CHOY BEDDOW	VP, RETAIL BANKING	FINANCIAL CONSULTANT
SISTER DAVILYN AH CHICK	ST FRANCIS CHARITIES	NON-PROFIT CHARITY CONSULTANT

The UCS President, President Elect, Grant Writer, and Treasurer will be tasked with the daily duties of administering the grant.

UCS CAPITOL IMPROVEMENT ADMINISTRATIVE TEAM:

NAME	OFFICE:
IVY YEUNG	PRESIDENT
ROBERT YU	PRESIDENT ELECT

JILL FUKUMOTO	TRUSTEE/GRANT WRITER
EDNA WONG MCKENNA	TREASURER

Established Oversight Procedures: The Board will implement structured procedures for monitoring progress, conducting inspections, and ensuring accountability throughout the grant term. These procedures reflect the rigorous standards outlined in the USACE Quality Control Program.

The proposed grant activities, including electrical upgrades, interior repainting, and chairlift replacement, will benefit from the oversight of UCS' skilled team. Their collective expertise ensures that all work is completed to the highest standards, meeting safety, accessibility, and aesthetic goals. By utilizing its professional resources and past experience, UCS guarantees the successful delivery of these critical improvements to preserve and enhance the building's role as a community hub.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Ongoing Facility Maintenance: UCS has a designated Real Estate Assets Management Committee that conducts regular inspections of the building and makes recommendations on remediation and/or improvements accordingly.

Financial Stability: UCS's strong track record in fundraising and grant acquisition will provide the financial foundation to support future upgrades and program expansion. Revenue from hallmark events and community donations will further supplement operational costs.

Community-Centered Programming: With an upgraded and accessible facility, UCS plans to expand its calendar of events. 2025-2026 events include:

- Social Security & State of Hawaii Insurance Assistance Program Informational Seminar
- Calligraphy Workshop
- Seminar on Aala Park Trust
- Poetry Reading with Wing Tek Lum
- Annual Hall of Honors Awards Banquet (formerly Father and Mother of the Year Award)

Long-Term Benefits to the Community

- Cultural Preservation: Upgraded facilities will enable UCS to continue hosting workshops such as the calligraphy workshop and poetry readings that celebrate and preserve Chinese heritage.
- Inclusivity and Accessibility: The new chairlift will allow seniors and individuals with disabilities to fully engage in programming, from educational seminars to cultural workshops.
- Intergenerational Engagement: NexGen workshops and intergenerational events like the calligraphy workshop will engage multi-generations to actively participate in and sustain the community's cultural legacy.
- Community Unity: Events such as the Social Security seminar and Aala Park Trust seminar will address practical needs and strengthen civic engagement, while celebrations like the Hall of Honors Banquet and poetry readings will foster pride.

By maintaining a vibrant, safe, and accessible space, UCS will ensure that its programs and events continue to enrich the lives of its community members. These upgrades will secure UCS's role as a cornerstone of cultural preservation and community connection for generations to come.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

The United Chinese Society (UCS) has the capacity, expertise, and resources to implement and sustain the proposed infrastructure upgrades and expand its programming beyond the

grant period. Over the 140+ years since our founding, we have developed systems that support a sustainable organization and its day to day operations.

The United Chinese Society (UCS) is governed by a dedicated Board of Trustees:

- Sister Davilyn Ah Chick
- Marsha Au-Maxwell
- Gifford K.F. Chang
- Jamie Chang
- Jeffrey Chang
- Kendrick Chang
- Dr. Ming Chen
- Theodore S.U. Chong
- Brandon K.M. Chong
- Mona Choy
- Suzanne Oakland Chun
- Cy S. Feng
- Dr. Wendell K.S. Foo
- Jill Fukumoto
- Alan H.L. Ho
- Joseph Hu
- Leonard J.K.H. Kam
- Lori Kam
- Lani Kwong
- Victor Lim
- Peggy Luu
- Peter W.Y. Ma
- Marvin Mau
- Wendy Mow
- Henry Ou
- Calvin K.Y. Say
- Peter Shi
- Tony Shi
- Col. Lawrence W.J. Siu
- Thomas Sum
- Edna Wong
- Lena Wong
- Robert W.C. Wong
- Ivy Yeung
- Jeanette M.H. Young
- Robert P.S. Yu
- Michael Han Chan

Financial Stability: UCS maintains financial stability through a diversified funding base, including Real Estate - Rental Income, ongoing fundraising efforts and community support for capital improvements, and diverse grant funds.

Operational Capacity:

- Staffing: UCS has a dedicated team of volunteers who coordinate programming, maintain the facility, and manage event logistics.

- Partnerships: Established relationships with licensed contractors, service providers, and community organizations ensure access to expertise and resources for ongoing maintenance and future upgrades.
- Facilities Management: UCS follows a structured maintenance schedule to proactively address repairs and preserve the building's condition.

With its experienced leadership, stable funding, and established procedures, UCS is well-positioned to sustain the upgraded facility, continue delivering impactful programs, and expand its role as a vital resource for the Chinese community in Honolulu. These resources will ensure the organization's continued growth and success well into the future.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #:
   Grant Period: _____ Grant Amount:
   Grant Purpose:
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division:

2. Grant Activity Name & Contract #:
   Grant Period: _____ Grant Amount:
   Grant Purpose:
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division:

3. Grant Activity Name & Contract #:
   Grant Period: _____ Grant Amount:
   Grant Purpose:
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division:

4. Grant Activity Name & Contract #:
   Grant Period: _____ Grant Amount:
   Grant Purpose:

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

<u>If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.</u>

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

x Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

UCS' proposed infrastructure upgrades directly align with the goals of the Age-Friendly Honolulu Program by enabling residents of all ages, particularly Kupuna, to actively participate in activities that keep them socially engaged, healthy, and active. These improvements will ensure that UCS can continue to serve as a vital community hub for programs and events that promote intergenerational connection, cultural preservation, and inclusivity.

Enabling Participation at the Oldest Ages:

- The replacement of the inoperable chairlift with a modern, ADA-compliant lift will ensure safe and reliable access to all levels of the building for seniors and individuals with physical limitations. This improvement removes a critical

barrier to participation, allowing Kupuna to fully engage in cultural programs, educational seminars, and community celebrations.
    - Upgrades to the electrical system and interior repainting will enhance the overall safety and comfort of the facility, creating a welcoming space for seniors to gather, share their knowledge, and enjoy social and cultural activities.

Activities That Promote Social Engagement:

- UCS hosts events that actively involve seniors, such as the Social Security & State of Hawaii Insurance Assistance Program Informational Seminar, which provides critical resources to support their well-being.
- Other activities include the Annual Hall of Honors Awards Banquet, poetry readings, and calligraphy workshops, which encourage cultural expression and intergenerational interaction.
- The upgraded facility will also continue to support the lion dance club, where seniors often participate in mentoring younger generations.

Commitment to Inclusion and Accessibility:

- By addressing key infrastructure needs, UCS ensures that seniors can safely and comfortably participate in its programs, helping them remain engaged, active, and connected to their community.

If awarded bonus points, UCS will fully comply with Age-Friendly Honolulu's additional reporting requirements. This includes maintaining detailed records of program participants and providing intentional and enriching programming for Kupuna to engage in intergenerational programming. The UCS staff will implement a tracking system to collect and report this data in alignment with the program's standards.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	The United Korean Association of Hawaii
B. Is Grantee a Fiscal Sponsor?	No
C. Grant Activity Name:	**H**appy, **E**mpowered, **A**ctive **L**iving for **S**eniors!

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

TUKAH was established in 2003. Through cultural events and celebrations, we strengthen relationships and communities. Through advocacy & mentorship, we empower families and youth. Through historical exhibits, cultural classes and educational workshops, we promote a deeper understanding of Korean history, culture and values. We nurture cultural exchange, understanding and friendship

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

The majority of our program participants are aged 65 and above. Three big needs stand out. 1) Instruction and practice with technology tools to fully understand and access our modern world. 2) Guidance to access basic social services & manage daily tasks. 3) More opportunities for social, physical & mental health. Let's empower our seniors to live more fully & freely!

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Part-time and contracted staff to provide direct services to seniors including: technology instruction, social services counseling, and physical health & well-being classes/workshops. Other staff and funding to support a clean, well-maintained facility, safe network, and a strengthened foundation to better support program participants and grow all of our programs.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $2,500	☒ District 2 $ 2,500	☒ District 3 $ 2,500
☒ District 4 $ 2,500	☒ District 5 $ 90,000	☒ District 6 $ 35,000
☒ District 7 $ 10,000	☒ District 8 $ 2,500	☒ District 9 $ 2,500
Total Amount Requested (must be $25,000 to $150,000)	$ 150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ **X** A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Date: 11/22/24

Printed Name and Title:
DAVID SUH, President

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Young Don Nam
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that David Suh (name), President (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Young Don Nam
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 21 day of November, 2024, before me appeared Young Don Nam, personally known to me, who, being by me duly sworn, did say that he/she is the Chairperson of Board of Directors of the United Korean Association of Hawaii and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said person acknowledged said instrument to be the free act and deed of said corporation.

DOKI AN NOTARY PUBLIC 23-254 STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: 10/01/2027

Doc. Date: 11/21/2024 # Pages 1
Name: DOKI AN First Circuit
Doc. Description: Certificate of the Board of Directors No Obligation in Arrears and Certificate of the Board of Directors Authorization to Assign Authority 11/21/2024
Signature Date
NOTARY CERTIFICATION

DOKI AN NOTARY PUBLIC 23-254 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

OUR POPULATION

Through the hard work and dedication of our volunteers, TUKAH offers many classes each season at our center. This fall season, we have 22 classes, of which 21 are composed almost completely by seniors aged 65 and above. They are nearly all of the 262 registered students. Some classes are designated for seniors, including Hula for Seniors, Korean Senior Singing, Gate Ball for Seniors and English for Seniors. We also provide meeting spaces for senior groups and host several events for seniors in the community.

NEED: TECHNOLOGY SUPPORT

In collaboration with the Office of Economic Revitalization, we hosted a cybersecurity awareness training for both English and Korean speaking seniors. Why? The singular computer class we offer is not enough. On a daily basis, we need to assist seniors with technology issues; everything from how to send an email, to silencing their phones, to making an appointment using an app to get a vaccine. We always have seniors asking for help with a technology issue.

Being able to understand and develop the skills and mindset to recognize and resolve tech issues on their own is akin to being able to read prescription labels, read street signs, or navigate a bus schedule. Without a basic level of literacy, the world seniors are actually able to access is very limited and in fact, can be very dangerous.

The Federal Trade Commission (FTC) noted that adults aged 60 and older lost $1.6 billion to scams in 2022. Because most scams are not reported, the FTC said the true amount to be as high as $48 billion. Seniors 70+ were found to be the most vulnerable and are also much less likely to report fraud, and to lose money. The Stop Senior Scams Act was passed in 2022, because of the high prevalence of targeting this vulnerable group with increasingly sophisticated methods and means, including social media.

Many studies show seniors have less experience with computers and technology and are less confident than younger adults. They also have reduced sensitivity to cues someone is trying to deceive them, and a reduced ability to make decisions than younger adults. These risk factors make seniors extremely vulnerable to fraud and scams. Even legitimate companies make bids to get seniors to buy, utilizing high level marketing methods that seniors are much less resistant to.

Declining physical health means seniors will increasingly rely on online and remote methods to communicate and access information and activities. To maintain a high quality of living, the ability to utilize technology is absolutely essential. It can save valuable time and increase quality of life even for those without physical decline.

NEED: SOCIAL SERVICES COUNSELING, AND MORE OPPORTUNITIES FOR SOCIAL, PHYSICAL & MENTAL HEALTH

In addition to our classes, we offer a volunteer supported time for seniors to get assistance with such things as finding housing, applying for food stamps, registering to vote, understanding their bill, changing their address after moving, how to get a State ID, etc. Sometimes, they just need someone to listen to them because they have no one else. The people in the Korean community trust our organization and need the one-to-one personalized support from someone who speaks Korean and understands their culture. We have one volunteer who has been coming in once a week for over 10 years, committing two hours each time. It's been very challenging to obtain more volunteers to provide this service, and it is heartbreaking to have to turn someone away and tell them to return next time because we don't have more capacity. We receive calls daily from seniors from all over the island and state. Having more support available for the seniors in our community would vastly improve the quality of their lives and provide an additional lifeline for vulnerable seniors who live alone or do not have someone in their lives to help assist with basic life needs.

During the height of the CV19 pandemic, TUKAH delivered groceries, picked up prescriptions, and provided vaccinations via a pop-up clinic for seniors. We also called them daily to make sure they were not isolated. At the Advancing Health & Wellness in Korean Immigrant Community Conference in August at The Center for Korean Studies, Dr. Phillip Suh noted that after CV19, there was a huge spike in patients with dementia, who later got sick and died. He said CV19 killed people through the prolonged experience of isolation. Thus, we can infer that opportunities for social connections are not just "nice to haves" for seniors, it can have a life altering impact on physical health as well.

There is so much more we can do. Currently, we only have three staff members to carry out our work and they are forced to perform daily tasks beyond their scope and responsibilities to keep the center running. The grant will allow these staff to focus programmatically and grow support for seniors instead of being tied up with daily operations.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Grant funding will provide the means to attain key personnel and some supplies to meet the needs of our seniors.

Director of Senior Programs: Supports all programs and services provided to seniors and serves as the main point of communication and contact. Assures smooth delivery of services for classes, counseling and events, filling in as necessary. Plans and facilitates additional events and workshops based on need.

Technology Instructor: Provides both classes and individual tutorials for seniors on utilizing technology tools including for smartphones and wearables, laptops, tablets and iPads. Provides the same for technology services as websites and applications. Cybersecurity awareness and training will be embedded within lessons and activities or taught separately.

Social Services Counselor: Provides drop in and scheduled service hours for seniors and community members to assist with general questions and to access services and activities. Refers anything above their capacity to the appropriate agency or staff member. Maintains a contact and communication log to develop both a resource bank and directory of seniors in need.

Senior Services Coordinator: Receives all guests to the center, answers and responds to all general calls and emails, referring them to the appropriate staff member. Manages office supplies and services. Communication point between the center and other Korean organizations and city and state entities as appropriate. Maintains on-site calendar and signage. Provides additional support for seniors as needed.

Exhibition Docent: Plans and facilities tours of our immigration exhibition hall. Works with our marketing and communication coordinator to plan exhibitions and events. Trains and coordinates other seniors to volunteer and serve in this leadership and support role for special events as appropriate.

Custodian: Cleans and maintains the facilities. Sweeps, mops and removes all trash daily, performing deep cleaning as needed. Sanitizes areas regularly utilized. Assures all areas clean, safe, accessible and updated. Reports all safety issues for immediate attention.

Technology support: Regularly maintains our websites, networks, computers, devices and online accounts to assure safety, privacy, security and smooth operations for all programs. Supports our marketing and communication coordinator. Also provides support for audio and visual equipment during classes and events.

We will also use grant funds to purchase a laser printer/copier system to support our volunteer instructor and program needs. Additionally, we will purchase some devices for a media training area to help instruct seniors with their technology lessons. Some funds will be used to advertise the positions we are seeking as well as to advertise the availability of these services to the community through various media, and some for employment taxes.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

We have a network reach of approximately 25,000 Korean-Americans and Koreans living in Hawaii. We have annual events such as Movie Night, Kimchi Day Festival, National Liberation Day ceremony, Literature Night Showcase, Senior Health Fair, and Senior Appreciation Picnic. Through these events and our classes, we reach approximately 1,000 individual seniors each year.

This grant will allow us to reach and assist at least seniors in the areas they need the most assistance with, at a very critical time of their lives: while they are still mobile and able to articulate their needs…while they have the opportunity to strengthen their mental and physical health and social networks…before they are taken advantage of through online fraud and scams…before they fall victim to loneliness and isolation.

Here are the measurable outcomes:

-Support and smooth delivery for all programs, counseling, events and services provided to seniors via the establishment of the Director of Senior Programs position.

-A two hour technology resource class for seniors 2x/week by a technology instructor and daily access to a media center with technology tools.

-A two hour block of social services counseling provided 3x/wk for seniors.

-Daily support with all program communication, scheduling, signage and support for drop-in visitors during all office hours via two part-time senior services coordinators.

-Regular tours of exhibitions and events and training of seniors to lead tours via an exhibition docent.

-More seniors supported through our programs and classes than are currently.

-A clean, safe, and professionally maintained physical and online environment that is accessible for all seniors through a custodian and technology support staff.

-An onsite laser printer/copier for senior programs, and technology tools for a media training center for senior technology classes.

Through these outcomes, we will serve the economically and socially disadvantaged senior population much more comprehensively and meaningfully than we are currently able to.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

The first step of our action plan is to set a clear vision of specific outcomes to be achieved by the end of the grant year, and then to set a timeline of events necessary to achieve those outcomes. Then, we will define and set expectations for each proposed part-time/contracted staff member. Next, we will recruit, hire and train all necessary part-time/contracted staff members. With the collaborative input of our technology instructor, technology support staff and senior services coordinators, we will research and purchase the printer/copier, technology tools and furniture for the media center.

The senior services coordinators, custodian, and technology support staff will be able to begin immediately. The other staff members will need a planning and rollout phase that may include some beta testing, soft launch and community outreach. The technology support staff member will need to develop a curriculum and resource materials. The Director of Senior Programs will need to plan and schedule events, establish and develop relationships with key community partners and existing instructors of senior classes. They will also work with the Exhibition Docent to plan events and support for seniors. Finally, the social services counselor will need time to meet with our longtime social services volunteer, also establish and develop relationships with key community partners and develop a resource library. We can expect this initial development phase for specialized staff to take up till one month.

The last step before all programs and services enabled by this grant is provided to seniors, are promotions and marketing. We will put out ads on the major Korean TV network and newspaper, and as well produce flyers to post at key establishments, promote on our organization's website and social media, and share with our network of other Korean organizations. We will also promote the services through our partnership with the Department of Parks & Recreation and public officials affiliated with the Makiki Park area.

After each quarter, we will conduct a debrief and evaluation to see areas for growth and practices to continue. Program participants will also provide qualitative and quantitative feedback through surveys and interviews. Admin staff will support all programs and look for means to sustain them long-term.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

The following is a detailed breakdown of all anticipated costs.

Director of Senior Programs: An independent contractor. They will have the flexibility to vary their hours to allow them to have contact with and interact with all senior classes, instructors and programs offered by the center regularly, and to provide more support for programs in need as appropriate. $30 per hour at 22 hours per week, or $660 per week, or $2640 per month, or $31,680 per year.

Technology Instructor: Part-time staff. Teaches two hour classes 2x/wk. Plans and develops curriculum and maintains resources for another two hours per week. $30 per hour at 6 hours per week, or $180 per week, or $720 hours per month, or $8640 per year.

Social Services Counselor: Provides drop in and scheduled service hours for seniors and community members for two hours at a time, 3x per week. $30 per hour at 6 hours per week, or $180 per week, or $720 hours per month, or $8640 per year.

Senior Services Coordinator: This will be split into two part-time positions at 19 hr/wk. Position #1 will come in from 9 AM to 1 PM on Mondays through Thursdays, and 9 AM to 12 PM on Fridays. Position #2 will come in from 1 PM to 5 PM on Mondays through Thursdays and from 2 PM to 5 PM on Fridays. $23 per hour at 19 hours per week, or $437 per week, or $1748 per month, or $20,976 per year. With two positions, this will be $41,952 per year.

Exhibition Docent: Part-time staff. When there are no exhibitions, there will be fewer designated hours, with a maximum of 19 hours per week. Considering an average of 10 hours per week throughout the entire year, this can be calculated as: $23 per hour at 10 hours per week, or $230 per week, or $920 per month, or $11,040 per year.

Custodian: Part-time staff. Primarily comes in for two hours per day, Mondays through Fridays, and as needed for special events. At $25 per hour and 10 hours per week, or $250 per week, or $1000 per month, or $12,000 per year.

Technology support: Part-time staff. Regularly maintains our websites, networks, computers, devices and online accounts. And provides media support for senior classes. At $30 per hour. Will be utilized more at different times of the year, but on average, put in 10 hours per week. This will be $300 per week, or $1200 per month, or $14,400 per year.

$7,385 will be allocated for employer taxes.
The remaining $14,253 will be used to purchase the following items:
Laser printer/copier
Consumable office supplies
Desktops, laptops, iPads, tablets

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Before October 2025
-Staff meet to set a clear vision of specific outcomes for the end of the grant year and set a timeline of events necessary to achieve those outcomes.
-Definitions and expectations for each proposed part-time/contracted staff member finalized.
-Program participants asked for input to align their needs with proposed supports
-Discussion with board members and staff, iterate, refine and finalize.
-Advertise for the staff positions

October 2025
-Recruit, hire and train all necessary part-time/contracted staff members.
-Collaborate with the technology instructor, technology support staff and senior services coordinators (SSC), to research and purchase tech for the media center.
-SSCs and the custodian will begin work immediately upon hire.
-Other specialized staff to begin the planning and rollout phases that may include some beta testing, soft launch and community outreach.
-The technology instructor will develop curriculum and resource materials.
-The technology support staff member will get connected with all devices, programs, services and staff members to begin assessment and set maintenance schedule, and begin updating devices, websites and social media accounts.
-The Director of Senior Programs will plan and schedule events, establish and develop relationships with key community partners and existing instructors of senior classes. They will also work with the Exhibition Docent to plan events and support for seniors. They will work with our program coordinator to better support existing programs and develop new ones.
-The social services counselor will meet with our longtime social services volunteer, also establish and develop relationships with key community partners and develop a resource library.
-By the end of this month, promotions and marketing will begin. Ads and commercials will go out to the major Korean TV networks and newspapers, and flyers posted at key establishments. Information will be promoted on our organization's website and social media, and shared with our network of other Korean organizations. Services to also be promoted through our partnership with the Department of Parks & Recreation and public officials affiliated with the Makiki Park area.

November to December 2025
-During these months, all staff will be at full capacity but this time will also be utilized to test and refine any part of programming, curriculum and procedures before the start of the new year.
-Staff schedules including team meetings will be established and team building developed.

January to September 2026
-All programs and staff continue to work at full capacity, fulfilling their intended roles and purpose.
-Quarterly debrief and evaluation meetings to determine areas for growth and practices to continue.
-Provision of qualitative and quantitative feedback through surveys with program participants.
-Interviews of at least 12 program participants.
-At the end of the grant year, a summary report will be completed.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Since its partnership with the City from August 1, 2022, TUKAH has delivered on its promise to be a community cultural center. Through the donations, fundraising and volunteer efforts of our board members, TUKAH successfully transformed floors 2 and 3 of the former library (Bldg 42) of Makiki Park to a well functioning and equipped community center. Since 2022, the number and variety of classes has only grown, fully staffed through our network of volunteers.

Last fall, we offered 18 classes per week. This fall, we are offering 22 classes per week. We also offer multiple events, workshops and activities throughout the year. Last year, we held our first Movie Night and Kimchi Day Festival, the latter hosting over 1,000 people with a variety of entertainment, food vendors and activities.This year, both events were bigger and even more successful and will only continue to grow. These are big endeavors that require considerable manpower, planning and community support.

The people who come to our classes are not only Korean. We have significant numbers of local seniors of various ethnic and cultural backgrounds who attend our classes and events. Many of them take multiple classes because of how well they are taught and how smoothly they are run. They also experience the health and social benefits to their lives.

Located at Makiki District Park, TUKAH is truly a cultural community center, being the selected meeting site for monthly neighborhood community board meetings for the Makiki, Tantalus & Lower Punchbowl areas.

Not only are we able to support the activities at our center, but we are reliable partners with other organizations on the island as a trusted leader in the Korean community who will show up for them. Though we are a small non-profit, we always donate what we can to support other community organizations and events.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

TUKAH's officers and directors collectively represent a multitude of professions and backgrounds, including with business, the military, healthcare and the arts. Through our annual production of the Korean community directory, our organization and members are connected to leaders and influencers within the local Korean community. Several of our board members and staff have higher level degrees and credentials in finance, law, and business. Although our staff are limited in size, they are strong in skills and experience.

Because our members are actively engaged with their communities at large, they are familiar with and have connections to leaders in local and state government and many civic and service oriented organizations.

We are the central Korean organization in Hawaii, and have the support of the Consul General of the Republic of South Korea. For any matter pertaining to Koreans in Hawaii, we are among the key organizations if not the singular organization that the South Korean government will reach out to first. Our board of directors are long established leaders in the community and have ties with some of the most successful entrepreneurs within the Korean American community in Hawaii. This is how we've successfully raised funds for much of our equipment and events in the past.

Trust in our organization continues to grow as we demonstrate time and again that we are capable of implementing daily and large scale projects effectively, for the benefit of our community.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

With the daily logistics and support for programs met through this grant, the executive director, marketing & communication coordinator and program coordinator will be able to focus their efforts towards finding and obtaining more funding through grants, developing and executing fundraising events, and creating new community partnerships.

We will also explore other means of providing support through the development of a reliable volunteer network and internships. To help with more long-term funding, we will also focus efforts on obtaining larger federal grants. Other city, state and private grants will continue to be solicited and applied for.

As Honolulu's population of older adults continues to grow, the importance and relevance of programs and supports like the ones proposed in this grant will only increase. The value in benefits to our society at large cannot be overestimated.

It is our hope that these things will resonate with sponsors who are able to donate the type of funding necessary to establish a legacy and continuance of our work. Eventually, we aim to be self-sufficient, and thus able to sustain our programs without needing to rely on outside funding. Once that is established, we can focus even more of our efforts on programs and supports instead of raising funds.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Every year, we have been able to grow our programs and obtain additional funding, so will continue to focus our efforts, build relationships and foster relationships with sponsors. As our programs have grown, so have our network of volunteers and community partners. We are optimistic that we will be able to find allies to help us fulfill our mission.

To help sustain our program beyond the grant period, we will continue to leverage and develop our community connections through our board members and community activities. We will use the time and evidence of positive impact on seniors during the grant period to persuade other donors or funding sources to support our mission.

We will also try to solicit funding through the Consul General from the Republic of South Korea, and any government agencies with interests in supporting the welfare of Koreans who

live overseas. And of course, will continue to fundraise and build capacity. This part of the effort will involve marketing and public relations, which is a strength of our organization, being that we have an active and positive relationship with Korean media and companies who will be able to assist.

It is our hope that once this grant is funded, it will open the doors to more opportunities as we will finally be able to comprehensively provide our seniors with a robust system of support that they so urgently need and deserve to lead happy, empowered, and active lives in Hawaii!

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ X **Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages**

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

95% of our program participants are 65 and older. Like Age-Friendly Honolulu, we seek to address inequities, support functioning and remove barriers to help seniors live their best and fullest lives. Our programs help seniors in the community to stay active through physical, social and cultural activities. During the CV19 pandemic, we were the only lifeline for many seniors living alone or in state facilities, providing groceries, medication and vaccinations. We called each senior and made sure someone was there to listen to them through the incredibly isolating time.

Keeping seniors informed and empowered is at the heart of why we provide our volunteer based social services counseling time at our center. So many seniors can't navigate the paperwork and protocols required to live in modern society, much less with language & cultural barriers.
Providing opportunities for seniors to engage and age actively through educational, physical, social, cultural centered classes and events is why our center exists. It is an amazing and joyful thing to see seniors in their 70s, 80s and 90s dancing hula, playing gate ball, singing their hearts out, learning English, playing Korean traditional drums or learning how to draw

and paint. There is a sense of purpose, excitement and confidence that is strengthened. Most recently at our 2nd annual Kimchi Day Festival, we had nine senior citizens enter and perform in a talent competition. Alongside young K-Pop dancers and singers, seniors showed the community they still had something of value to contribute. One senior couldn't stand up straight because of osteoporosis, but stood with confidence and poise, belting out notes at a volume and quality that defied all expectations, ending with resounding applause. If given this grant, the additional requirements will easily be met because we are already planning to do most of them on our own, and will happily join the Kupuna Collective to collaborate with a like-minded partner.

Proposal 160

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Touch A Heart, Inc.
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☑ No
C. Grant Activity Name:	Vocational Training for Justice-Involved Adults

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Touch A Heart is a 501(c)(3) organization whose mission is to transform the lives of those facing barriers to employment by providing vocational training in a healing environment. Founded in 2004, we now work to restore our community through the redemptive impact of those previously incarcerated. Our paid training opportunities enhance quality of life for our participants and community alike.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Funds will support our Vocational Training Program. This program meets the intersecting public need of high recidivism rates, community disruption, and cyclical poverty. The program takes place over three stages: a Food Service Training Internship, an Apprenticeship, and an Associate program. All activities bolster participants' financial, emotional, relational, legal, and intrapersonal wellbeing.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Touch a Heart (TAH) is aiming to serve 20 justice-involved adult interns, with at least 18 completing the Food Service Training Internship. We will connect all graduates to employment; at least 8 of whom will continue with TAH in the Apprenticeship. Thereafter, we hope to support at least 4 through the Associateship, training them to take on enduring leadership roles within the organization.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☑ District 5 $ 75,000	☑ District 6 $75,000

☐ District 7 $	☐ District 8 $	☐ District 9 $
Total Amount Requested (must be $25,000 to $150,000)	$ 150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☑ H. Public Service – Other (describe): Justice-involved adults	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer — Date: 12/10/24

Printed Name and Title: ROBIN KUMABE, EXECUTIVE DIRECTOR

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

LANCE M. KAKIMOTO
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that ROBIN KUMABE (name), EXECUTIVE DIRECTOR (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

LANCE KAKIMOTO
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 21st day of November, 2024 before me appeared Lance M Kakimoto personally known to me, who, being by me duly sworn, did say that he/she is the Board Member of Touch A Heart and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said he acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii

My Commission expires: 11/3/2025

DONNA S. W. SAH NOTARY 13-382 PUBLIC STATE OF HAWAII

Doc. Date: 11/21/2024 # Pages 23
Name: Donna SW Sah First Circuit
Doc. Description: Appendix A: Tier II Grant Proposal

Signature 11/21/2024 Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Touch A Heart's Vocational Training Program addresses the critical, intersecting needs of systemic poverty, community disruption, and justice involvement. By providing paid vocational training, employment, and holistic support services to justice-involved adults, Touch A Heart serves a population often excluded from traditional workforce development programs. Justice-involved individuals face unique challenges, including economic instability, limited access to sustainable employment, and systemic barriers that hinder personal and professional growth.

The 2019 Hawai'i Recidivism Report by the Interagency Council on Intermediate Sanctions (ICIS) revealed that Honolulu has among the highest recidivism rates in the state. A significant portion of re-offenses are linked to economic hardship and lack of stable employment. Without legitimate means to support themselves and their families, many individuals fall back into cycles of criminal behavior, perpetuating instability in their lives, families, and communities. Employment has been identified as the most influential factor in reducing recidivism, making workforce development a vital intervention for this population.

Touch A Heart addresses this gap through a three-stage program: Vocational Training, Apprenticeships, and Associate Programs. Each stage provides participants with paid employment, hands-on job training, and access to wraparound services addressing financial, emotional, and relational needs. This comprehensive approach enables participants to achieve stability, rebuild their lives, and reintegrate into the community as productive members.

In addition to the ICIS data, a 2011 study by Mark T. Berg and Beth M. identified employment as the single most influential factor in reducing recidivism. Employment serves as a cornerstone of Touch A Heart's efforts to empower individuals to overcome systemic barriers and remain crime-free.

The United Nations Office on Drugs and Crime's *Introductory Handbook on the Prevention of Recidivism and the Social Reintegration of Offenders* (2018) underscores the social adaptation challenges offenders face after release, often leading to a "vicious cycle of failed social integration, reoffending, reconviction, and social rejection." Without targeted interventions, this cycle persists, undermining both individual and societal efforts to reduce recidivism.

Touch A Heart tackles service gaps by integrating workforce development with socioemotional support, legal guidance, and financial education. Participants receive

mentorship, job readiness training, and personalized support to address challenges such as addiction recovery, rebuilding family ties, and managing financial obligations. This holistic approach is essential to breaking the cycle of recidivism and fostering long-term economic resilience in vulnerable communities.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

The Vocational Training Internship Program runs for eight weeks, providing foundational skills in food service, professional development, and socioemotional aptitudes. Trainees engage in resume writing, interview preparation, health and safety training, and the State of Hawaii food safety certification. In a structured and supportive environment, they build essential life skills such as teamwork, responsibility, and communication. After completing the Vocational Training Program, participants are placed in employment with either a partner organization or through our Apprenticeship Program.

TAH's Apprenticeship Program focuses the training of our graduates in up to two of our three social enterprises: 'Ohana Meals, Baker's Heart, and Touch A Heart Catering. These enterprises provide hands-on training, allowing participants to deepen workplace competencies such as self-awareness, conflict resolution, and time management. Apprentices receive one-on-one mentorship to address barriers to employment, enhancing their personal and professional growth.

During the Apprenticeship, TAH staff work with participants on an individual basis to identify each persons' individual goals and to create a tailored path towards meeting them. For participants interested in continuing in the food service sector, TAH invites graduated Apprentices to join our Associate program. For those hoping to join other sectors, we work with our community to identify external employment opportunities. Associates are given specialized roles within TAH's social enterprises, tailored to their interests and career goals, fostering leadership skills and advanced workplace competencies. TAH supports these individuals in their roles as long as they choose to stay, providing opportunities for advancement and leadership within the organization. A key goal of the Associate program is to train former participants to take on key leadership roles within our organization.

TAH's social enterprises serve dual purposes: they offer real-world experience for our participants while also providing valuable community services. Ohana Meals offers healthy, low-cost meals to the elderly; Baker's Heart allows participants to create specialty products such as quinoa flax seed cookies, biscotti bites, and ulu poi pancake mix; and Touch A Heart Catering provides catering services using locally sourced ingredients.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Touch A Heart's Vocational Training Program provides measurable outcomes that align closely with the purposes and priorities of the Grants in Aid Fund by addressing systemic barriers to employment, promoting economic resilience, and fostering leadership development for justice-involved adults. The program directly benefits this vulnerable population by providing paid vocational training, workforce readiness, and pathways to sustainable employment and leadership.

In 2024, we plan to enroll 20 new interns in cohorts of five. At least 18 interns are expected to successfully graduate the program, earning both a certificate of completion and a State of Hawaii Food Handler's Certification. These certifications not only validate the participants' skills but also equip them with tangible credentials to enhance employability. Following graduation, at least 8 interns will transition into apprenticeships with TAH's social enterprises, gaining deeper on-the-job training and experience. The remaining graduates will secure external employment, supported by TAH's robust job placement assistance.

Of the apprentices, at least 4 are projected to advance into Associate roles. As Associates, these participants will receive advanced leadership training and mentorship to prepare for enduring roles within TAH's operations. This progression creates a pipeline of justice-involved individuals who not only rebuild their own lives but also contribute to the restoration of their communities by serving as role models and leaders.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Touch a Heart is already operating all three stages of the Vocational Training Program; this grant will support our ongoing work, allowing us to expand our reach. The primary activities are program recruitment, training, mentorship, and partnership-building. We already have a strong network of partners that help deliver the program.

Touch A Heart partners with various organizations to enhance our programming, expand our impact, and provide comprehensive support to our participants. Our collaborations include recruitment and referral services, wraparound support such as housing and peer mentorship, professional development opportunities, and community-based initiatives. These partnerships allow us to address multiple barriers our participants face, and to join a broader community working to bring restoration and stability to O'ahu.

TAH works closely with recruitment and service partners like the Salvation Army, YWCA, Pua Foundation, HAHOKO, and U.S. Probation and Pretrial Services. These organizations help us identify individuals in need of our vocational training and support. They provide referrals, screen potential participants, and help us offer critical services such as peer support, housing, and case management. This integrated approach creates a supportive environment that addresses the diverse needs of justice-involved individuals, helping give them the space to focus on personal and professional growth.

As a current participant in the REDF Growth Portfolio, TAH collaborates with a network of social enterprises. In this cohort, we share our experience with our Baker's Heart enterprise and the unique context of Hawaii. The portfolio is nationwide, and Touch a Heart is the first organization from Hawai'i to take part. This partnership is helping us refine social enterprise strategies.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

The requested $150,000 will directly support the salaries of our Chef & Program Trainer, Director of Operations and Training, and the Program Coordinator - Peer Support Specialist. The Chef & Program Trainer and Program Coordinator - Peer Support Specialist are both Touch a Heart Associates, and have graduated from both the Internship and Apprenticeship. These three roles are critical in the ongoing delivery of every stage of the Vocational Training Program. Alongside the requested GIA funds, TAH will utilize earned revenue and local foundation support to provide further needs, such as the rent we pay to utilize a kitchen, kitchen supplies, and more.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

The proposed timeline is designed to ensure the successful implementation of Touch A Heart's Vocational Training Program, with clear milestones to achieve desired outcomes while maintaining flexibility to accommodate participants' individual sentencing schedules. Touch a Heart recruits most participants after they have been charged with a crime, but before they have been sentenced. By working at this stage, we are able to provide support before, during, and after incarceration. The following schedule, therefore, will vary slightly from participant to participant, as we are committed to maintaining support and offering flexibility to allow continued engagement throughout each sentence.

The program will enroll 20 interns across four cohorts of five participants each, starting in October 2025 and continuing in January, April, and July 2026. Each cohort will participate in the 8-week Vocational Training Program, which provides intensive skills development, professional training, and personal growth opportunities.

The first cohort will begin in October 2025, graduating in December. At least two participants from this cohort will transition into apprenticeships within Touch A Heart's social enterprises, while the remaining three will secure external employment with TAH's support. The second cohort will follow, beginning in January 2026 and graduating in March. Apprentices from the first cohort will progress through their training, and 1-2 individuals may advance to Associate roles, focusing on professional and leadership development. This progression ensures a

steady pathway for participants to deepen their skills and pursue long-term career opportunities.

In April 2026, the third cohort will commence, maintaining the same program structure and timeline as the earlier cohorts. Graduates in June will transition into either apprenticeships or external employment, with at least two participants from each cohort retained within TAH's enterprises. By this stage, the apprentices from the second cohort will be advancing in their roles, contributing to TAH's operations while preparing for potential leadership opportunities as Associates.

The fourth and final cohort will begin in July 2026, completing their program in September. Graduates will follow the same trajectory of apprenticeships and external employment, while at least one additional Associate will begin advanced leadership training to support TAH's long-term goals. By December 2026, all four cohorts will have completed the program, with apprentices continuing their training and Associates advancing in leadership roles within the organization.

Throughout the year, TAH will conduct evaluations to assess the success of the program and ensure alignment with desired outcomes. The phased approach allows for consistent program delivery, aiming to graduate 18 interns, retain 8 as apprentices, and train 4 Associates in leadership roles. Flexibility in the timeline ensures equitable access for all participants, regardless of their sentencing schedules, while meeting the program's overarching goals.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Touch A Heart has a demonstrated capacity to effectively engage in collaborative work that aligns with the goals of GIA. Since 2012, we have been committed to addressing the barriers faced by justice-involved individuals through our vocational training, mentorship, and employment programs. We have a strong track record of delivering impactful services, having graduated over 145 participants from our programs, with over 90% successfully placed in the workforce. Our unique three-stage approach, including the Vocational Training Internship Program, Apprenticeship, and Associate program, allows us to guide participants through a comprehensive process of skill-building, personal growth, and financial stabilization, directly addressing the needs of justice-involved adults.

TAH's management structure is led by a dedicated team with extensive experience in nonprofit leadership, social enterprise management, and direct service provision. Our Executive Director, Robin Kumabe, and Director of Enterprise Operations, Colin Kumabe, oversee all aspects of program implementation, ensuring that our activities are aligned with our mission to provide pathways to job placement and sustainable futures for our participants. Our governance structure includes a Board of Directors with diverse backgrounds in business, law, and social services, providing strategic oversight and guidance.

Our programs are designed to promote financial stability and workforce readiness, equipping participants with the skills and opportunities they need to secure stable employment. We continually assess program effectiveness and make ongoing improvements, aligning our work with evolving community needs.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Through collaborations with partners like the Salvation Army, YWCA, and Federal Pretrial & Probation, we have honed our expertise in recruitment, support services, and community engagement. Our involvement with REDF's Growth Portfolio has also enhanced our capacity to build and scale social enterprises, further supporting our mission and expanding our impact. This combination of direct service experience, strategic oversight, and a commitment to continuous learning positions TAH as a strong and capable GIA recipient.

Robin and Colin Kumabe have jointly led Touch a Heart since 2012, with Robin serving as the Executive Director, and Colin serving as the Director of Enterprise Operations and Training.

Robin has strategic and operational responsibility for all of Touch a Heart's staff, programs, expansion activities, and the execution of its mission. She has developed the core programs, operations, strategy and business plans. She has previously served as the Board President.

Robin Kumabe graduated cum laude with a B.A. in Design from UCLA. Her work in the nonprofit sector includes Kaiser Permanente Hawaii, HMSA, Kamehameha Schools, Kupu Hawaii, The Nature Conservancy, Koolauloa Community Health and Wellness Center, and Abilities Unlimited. Robin is also the Founder and CEO of bCause, a certified B Corporation that is committed to transforming cause-driven businesses into thriving, sustainable enterprises by helping them reach their full, profitable potential. In the for-profit sector as the President of Bedrock Brand Consultants, she has worked with Hawaiian Airlines, Bank of Hawaii, Curves International, C.dots Development, Chevron, Actus Lend Lease and Servco. Prior to joining Bedrock, Robin owned an interior design firm for 15 years.

As Director of Enterprise Operations and Training, Colin Kumabe is responsible for overall training and operations for Touch a Heart. This includes our core programs as well as the social enterprises, encapsulating the marketable products that program participants create in their paid training and apprenticeships. Colin developed the food services internship curriculum for the training program together with the Kauai Community College. Approximately 20% of his time is spent developing new products for Touch a Heart's social enterprise. He created all the baked products for Touch a Heart's Baker's Heart social

enterprise, along with the research and development efforts for both the ulu ice cream and ulu flour. He has over 25 years in restaurant operations and training, including an extensive career in restaurant management at Zippy's.

Robin and Colin collectively bring a wealth of experience in advocating for and directly supporting ALICE households through their leadership at Touch a Heart. They have consistently focused their efforts on creating sustainable pathways to economic mobility for justice-involved adults. Through the development of TAH's social enterprises and training programs, they have developed an innovative program model that not only provides immediate paid experience, but also fosters meaningful growth and community restoration for participants. Robin and Colin are working to address systemic barriers, a commitment reflected in their hands-on involvement in program design, community engagement, and advocacy efforts that target the unique challenges faced by those with justice involvement. Together, Robin and Colin have cultivated a warm and supportive environment that prioritizes the holistic wellbeing of adults striving to overcome legacies of trauma and economic hardship.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Touch A Heart is committed to sustaining and expanding our activities beyond the grant period through a combination of earned revenue from our social enterprises and a robust fundraising strategy. Our social enterprise model, with critical support from the REDF Growth Portfolio, is designed to generate increasing revenue to reinvest into our core programming. By refining operational efficiencies and expanding product offerings, we aim to further enhance the profitability of our enterprises, including 'Ohana Meals, Baker's Heart, and Touch A Heart Catering. These businesses provide hands-on training for participants while simultaneously creating a sustainable source of funding for our programs. REDF's expertise and resources are enabling us to optimize these enterprises, ensuring they remain a reliable and growing revenue stream in the years to come.

Our long-term strategy also includes diversifying our product lines to reach broader markets and capitalize on local demand for high-quality, community-focused food products. For example, we plan to expand our menu offerings and catering services to better serve Hawaii's unique market while continuing to focus on utilizing locally sourced ingredients. These initiatives will position our social enterprises as key drivers of sustainability, supporting program growth and reducing reliance on external funding over time.

In parallel, Touch A Heart will maintain an active and adaptive fundraising strategy to ensure the financial stability of our programs. By leveraging the success of our social enterprises as a testament to our impact, we will engage with philanthropic foundations, corporate sponsors, and individual donors to secure additional funding streams.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Touch A Heart has the capacity and resources to sustain and expand our Vocational Training Program beyond the grant period through a combination of earned revenue, dedicated staff, and robust community support. Our model integrates paid employment within our three social enterprises—'Ohana Meals, Baker's Heart, and Touch A Heart Catering—which generate revenue that directly supports our programming. This self-sustaining approach ensures that our operations remain financially viable while delivering impactful services. With the support of REDF, TAH has been working to strengthen the profitability of our social enterprises, positioning them as reliable funding streams for ongoing sustainability.

In addition to earned revenue, TAH has a strong track record of securing philanthropic support. Our fundraising strategy includes grant writing, individual donor cultivation, and partnerships with foundations and corporations. TAH's deep community ties also bolster our capacity. Further, our community of dedicated volunteers, many of whom are Kupuna, further strengthens our operations by contributing their time, skills, and wisdom to support program activities.

Finally, our leadership team brings extensive experience in non-profit management, vocational training, and food service operations. Program participants who progress through our Associate Program are now being trained for leadership roles, which is creating a pipeline of skilled individuals ready to take on organizational leadership. Our work to hire leaders from within our own Alumni base reduces reliance on external hires, provides opportunities for professional growth, and cements lived experience in the core of our organization.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: CT-DCS-200084a1
   Grant Period: 10/1/19-3/31/21 Grant Amount: $125,000
   Grant Purpose: Employment Training for Homeless People in Transition
   Grant Activity Status: ☐ Underway ☑ Completed ☐ Canceled
   Administrating Division: Department of Community Services Office of Grants Management

2. Grant Activity Name & Contract #:
   Grant Period: _____ Grant Amount:
   Grant Purpose:
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division:

3. Grant Activity Name & Contract #:
   Grant Period: _____ Grant Amount:
   Grant Purpose:
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division:

4. Grant Activity Name & Contract #:
   Grant Period: _____ Grant Amount:

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

<u>If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.</u>

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☑ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Touch A Heart's Vocational Training Program aligns closely with the vision and goals of the Age-Friendly Honolulu Program by actively engaging Kupuna in meaningful community roles and fostering intergenerational collaboration. While this application focuses on our Vocational Training Program, which provides justice-involved adults with critical job skills and holistic support, our work with Kupuna remains central to Touch a Heart's overall mission. Kupuna play a vital role in our organization, particularly through their involvement in our 'Ohana Meals program, which provides healthy, low-cost or free meals to elderly community members facing food insecurity.

Beyond benefiting from 'Ohana Meals, many Kupuna serve as dedicated volunteers within Touch A Heart. Their contributions range from meal preparation and delivery to offering

guidance and mentorship to program participants. This intergenerational engagement provides Kupuna with opportunities to remain socially active, share their wisdom, and foster meaningful connections with younger generations.

Additionally, young children from local schools have hand made gifts for the Kupuna for each holiday. These gifts reached out intergenerationally between grandchild to grandparents during a time of immense isolation, starting in 2020, to demonstrate the level of care in our community. Our graduates are treated to Kupuna participation at their graduation, with lei greeting, gifts, encouraging words, songs, and dances. The Kupuna also stay connected to our graduates that face prison time as they write letters and pray for them while in prison.

The integration of Kupuna into our operations not only supports their inclusion and social engagement but also enhances the sense of community and connection for all involved. By providing avenues for Kupuna to act as mentors, role models, and volunteers, Touch A Heart builds a bridge across generations, reinforcing the values of care, respect, and reciprocity that strengthen our entire 'Ohana.

Proposal 161

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	travel Visions Aloha
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	travel Visions Aloha

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Travel Visions Aloha for the Blind (TVA) illuminates O'ahu's world for the blind and visually impaired (BVI) by bridging the gap between income and ability. Founded on August 12, 2022, TVA fosters empowerment, education, and connection through outdoor act

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

BVI individuals experience increased isolation, depression, anxiety, suicidality, diabetes, and other severe mental and physical health issues. We directly combat the root cause of the issue through integrated physical and outdoor activities where sighted

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Our events will improve the health and mental well-being, including confidence, connection, and physical activity of 150 BVI individuals and 240 sighted volunteers. We measure this, via our surveys, direct interactions, and information from our partner agencies serving the BVI community.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $20,000	☒ District 2 $10,000	☒ District 3 $20,000
☒ District 4 $20,000	☒ District 5 $20,000	☒ District 6 $20,000
☒ District 7 $20,000	☒ District 8 $10,000	☒ District 9 $10,000
Total Amount Requested (must be $25,000 to $150,000)	$150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☒ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (~~Fiscal Sponsor~~) Officer — Date: 11/19/2024

Printed Name and Title: Mavi Murdoch, President

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

_____
(Signature)

Brandon Young
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Brandon Young (name), Secretary (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

_____
(Signature)

Brandon Young
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 19th day of November, 2024, before me appeared Brandon Young, personally known to me, who, being by me duly sworn, did say that he/she is the Secretary of Travel Visions Aloha and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said he acknowledged said instrument to be the free act and deed of said corporation.

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

There are over 17,000 BVI individuals on O'ahu, a population disproportionately affected by economic, social, and health challenges. According to staff at Ho'opono Services for the Blind in Honolulu, many BVI individuals withdraw from society after losing their vision due to a lack of non-visual participation skills and the belief that they cannot engage in typical activities. Some remain isolated for years until they connect with service providers. This reality is supported by research showing that individuals with visual impairments experience higher rates of loneliness and reduced well-being due to limited social support (Rokach et al., 2021). This isolation is compounded by reduced physical activity, contributing to higher rates of obesity, heart disease, diabetes, and depression (Kirk & Haegele, 2019). Zhu and Haegele (2024) found that children with visual impairments are particularly vulnerable, with anxiety rates of 19.9% compared to 6.9% in sighted peers, and depression rates four times higher. These statistics highlight the importance of early, consistent interventions to prevent long-term mental health issues. We in the BVI community often face lowered expectations and feelings of exclusion in physical and social settings, which can erode confidence and deter participation in activities that could enhance well-being (Holland, Haegele, & Zhu, 2020).

Diabetes Mellitus, which has increased fivefold globally over the past four decades, is a leading cause of blindness and further exacerbates physical inactivity and health decline (Kropp et al., 2023). The combined impact of diabetes and vision loss demands structured, community-based interventions to support healthier, active lifestyles (Caputo et al., 2022). Without targeted support, our community is at risk of ongoing isolation, reduced self-esteem, and worsened mental and physical health outcomes.

Our 2022 survey highlighted that 92% of respondents wanted more connection with their peers, but 58.3% had not participated in activities due to financial or safety concerns, and 38.5% cited transportation as a significant barrier. Addressing these obstacles is essential for enhancing quality of life. Research supports that structured physical activity correlates with improved mental health and quality of life for visually impaired individuals (Caputo et al., 2022). As a BVI-led organization, we understand these challenges firsthand and design programs that truly reflect the needs of our community. Our events include guided nature tours, sensory workshops, and historical site visits that promote meaningful participation without marginalization. Ball and Haegele (2024) emphasize that programs must be designed with input from the BVI community to ensure true inclusivity and avoid perpetuating ableist assumptions. Our approach embodies this principle, with BVI individuals creating and leading the programs to ensure they meet real community needs and foster genuine inclusion.

The effectiveness of our programs is evident from participant feedback. In a recent event at the USS Missouri Battleship, participants rated their sense of connection to the BVI community on a scale from 1 to 5. The average score increased from 3.88 before the event to 4.75 afterward. The event's structure received a perfect satisfaction score of 5.0, and participants shared positive feedback such as, "The events provided by Travel Visions Aloha

are great builders of the blind community," and "I thoroughly enjoyed the event despite the rain" (Participant Experience Survey, 2024). This feedback illustrates the tangible impact of our initiatives in fostering connections and improving well-being.

By providing trained volunteer support and ensuring safety measures, our activities promote social interaction and physical engagement, critical for combating isolation and building resilience. Our programs integrate support without stigma, empowering participants to engage confidently (Haegele et al., 2018). The outcomes extend beyond event participation; many attendees form lasting friendships and continue socializing outside of structured activities, creating a deeper sense of community and belonging.

In conclusion, the need for targeted, community-based programs that support the BVI population on O'ahu is urgent. Our mission, rooted in inclusion, empowerment, and tailored activities, addresses this need directly. Our programs enhance well-being, reduce isolation, and strengthen social bonds. The enduring friendships and ongoing interactions among participants exemplify our commitment to nurturing a supportive and connected BVI community. This ripple effect of increased confidence, connection, and community underscores our vital role in improving the lives of O'ahu's BVI residents and ensuring we have the support needed to thrive.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Imagine suddenly losing your vision. The world shifts—your phone becomes inaccessible, walking down the street feels daunting, and daily tasks fill you with anxiety. This is my story. Two years ago, I felt lost and isolated, trying to navigate life on O'ahu with vision loss. Determined to find connection, I reached out to every organization I could find, only to discover the resources I needed simply weren't there. It was then I realized something had to change, not just for me but for others facing the same challenges. This realization led me to create TVA as a bridge to connection, support, and empowerment for O'ahu's BVI community.

The need for connection is echoed by participants at each TVA event. One attendee shared, "I didn't even know these opportunities existed." Others thank us for providing braille materials or accessibility features, and our impact doesn't stop there. Establishments we visit receive braille brochures, signage, and audio guides, encouraging wider accessibility across the island. Event Lead Bryson Amaral, who is legally blind, reached out early on, saying, "I want to help you help people like us," underscoring TVA's role in fostering connection and empowerment within the BVI community.

TVA's Grant Activity is delivering monthly, fully accessible social events for BVI individuals. Each activity fosters confidence, physical health, and social connection through adaptive resources like braille materials and audio guides. These events are supported by trained sighted volunteers who provide 1:1 guidance, ensuring every participant can fully engage. These Grant Activities shall include:

- Provide 1 each Hosted and non-Hosted Event per month;
- Provide travel, food, and trained volunteers such that participation is free and fully accessible;
- Ongoing outreach activities, that include but are not limited to:
    - Monthly newsletter;

- Meeting with partner organizations to recruit participants and volunteers as well as secure donations;
- Board Members shall join partner organizations in their outreach events, at least quarterly;
- Media appearances by TVA Staff as available;
- Travel to 2 state and 2 national consumer group conventions for at least 1 TVA Board Member per convention;

- Accessibility (braille and audio) upgrades for event venues as necessary for BVI participation;
- 6 annual volunteer training sessions;
- Minimum of 2 notices per event;
- One survey per event, plus one large annual survey;

Definitions:

- Hosted event – structured activity or gathering of BVI individuals accompanied by trained volunteers; integrated with the general public, organized and scheduled by TVA.
- Un-Hosted event – community event, not organized by TVA, but with BVI participation enabled by TVA.

Trained Volunteers – sighted individuals who are taught how to support BVI individuals while maximizing independence.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

TVA's goal is to directly benefit 20-40 BVI residents of O'ahu per event, impacting approximately 1,640 individuals annually. As the only organization dedicated exclusively to free, accessible activities for the BVI community, TVA aligns with GIA's mission to uplift economically and socially disadvantaged populations. Our four measurable outcomes are:

1. **Enhanced Confidence in BVI Individuals**:

Newly blind individuals often become isolated, with many remaining homebound for years, limiting their physical and mental well-being. TVA's events provide a safe, supportive environment where participants can explore new experiences and gain independence. This boost in self-assurance and resilience helps participants reconnect with their community, overcoming social and professional barriers.

2. **Reduced Loneliness and Isolation**:

Social isolation and loneliness are common among BVI individuals, impacting mental health. TVA bridges social and economic gaps through regular, inclusive activities. Our events foster a welcoming environment where participants bond, share stories, and build relationships. This reduces isolation, reinforces social skills, and cultivates a resilient, connected BVI community.

3. **Positive Family and Community Ripple Effects**:

TVA's benefits extend beyond participants, positively influencing family dynamics and community interaction. As individuals grow in confidence and social engagement, these transformations inspire hope and reduce stigma around vision loss. Increased visibility and engagement foster a more inclusive society.

4. **Economic Empowerment Through Confidence and Social Connections**:
TVA prepares participants with the confidence and skills to pursue vocational opportunities, aligning with GIA's goal of economic improvement. Studies show that those with better health are more likely to secure employment post-vision loss, and TVA's activities enhance physical and mental well-being, laying a foundation for participants' economic empowerment and development.

Measurement of Outcomes:
We measure these outcomes through participant surveys and attendance tracking, assessing growth in confidence, social connections, and overall well-being. Survey data and attendance metrics guide TVA in refining services for maximum impact.

In conclusion, TVA's approach addresses the BVI community's physical, social, and economic needs. Our outcomes—enhanced confidence, reduced isolation, strengthened community bonds, and economic empowerment—create lasting change for O'ahu's BVI community, aligning with GIA's goal of fostering resilience and opportunity.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

In the grant period, TVA shall host events with between 20 and 40 BVI participants per event and at least 1 trained volunteer per BVI participant. By the end of the grant period, TVA aims to increase attendance to average over 25 BVI attendees per event for a total of at least 150 unique BVI individuals.

1. **Event Attendance and Participant Engagement**

TVA sends a minimum of 2 notifications to our contact list, and pre-registration of attendees enables guide assignment and sets the costs for food and travel. TVA will grow to an average of over 25 participants per event.

2. **Survey Implementation and Feedback**

In July 2026, TVA will survey all past participants, aiming for 50% reporting increased confidence in exploring new activities. This feedback, compared to 2022 data, will gauge TVA's impact on reducing isolation among socially and economically disadvantaged populations.

3. **Post-Event Participant and Volunteer Feedback**

TVA will send a survey to all participants and volunteers after each event and use data to refine programs. During the grant period, TVA will endeavor to maintain our current 100% positive feedback results, and meeting community needs.

4. **Sighted Guide Volunteer Training and Evaluation**

TVA has trained 120 volunteers in human guide techniques to date, aiming for 240 by the grant's end. Volunteer effectiveness is regularly assessed through feedback on their support of BVI participants, raising public awareness of accessibility needs within the community.

5. **Annual Analysis and Program Adjustment**

Each August, TVA analyzes survey results, volunteer feedback, and participant data to refine programs. Findings from the July 2026 survey will be compared against the 2025 plan, and used to create the 2027 program, aligning it with participant needs for confidence, social connections, and resilience.

Partnerships
Strategic partnerships amplify TVA's capacity:

- **Pure Light Racing**: Assists with TVA's upcoming BVI paddling events.
- **Access Surf**: Supports TVA's water-based activities.

- **ATRC & Access to Independence**: Share BVI-focused resource databases, connecting TVA with additional BVI participants.
- **Ho'opono Services and Local BVI Organizations**: Promote TVA events to their clients, fostering community engagement.

Through structured activities, volunteer training, partnerships, and continuous feedback, TVA empowers the BVI community to overcome isolation and build lasting connections. TVA's commitment to adapting ensures sustainable, positive change.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The attached budget covers TVA's personnel, professional services, equipment, and program expenses. The allocation aligns with our proposed activities and efficient, impactful implementation.

1. Salaries/Wages & Fringe Benefits ($41,644)
    - Direct/Administrative salaries/wages/ fringe benefits cover the personnel responsible for executing the proposed activities, ensuring program implementation. This includes payroll taxes, fees, and benefits.
2. Professional & Contractual Services ($2,000):
    - This allocation covers our website management, legal services, and accounting to ensure effective program management and outreach.
3. Supplies & Telecommunications ($5,800):
    - In addition to our corporate phone and internet for our volunteers/staff to check participants/volunteers and the borrowed equipment in/out, as well as perform exit interviews & gather data. Consumable supplies includes braille paper and embossing accessible documents for all events.
4. Conferences/Training & Travel ($9,525):
    - The two blind consumer organizations (National Federation of the Blind and American Council of the Blind) are the most important voices in the BVI community and combined represent over 25 million people nationwide. We intend to have 1 board member attend each state and national convention (4 total) for both outreach to participants and to ensure alignment with their goals and activities for the year.
    - Our travel costs include handivan coupons for all of our event participants, as well as Uber/Lyft and bus far for our staff, as well as mileage and parking reimbursements for those who can drive.
5. Other Costs ($92,031):
    - Program Activities is our largest expense by far, this covers paying the entrance and transportation fees for our core program offering diverse experiences for the BVI community. Activities range from Foster Botanical Garden visits, Parasailing, Whale Watching, Horseback Riding, and more. Events will be tailored to seasons, e.g., whale watching in January all of which have a per participant cost. Monthly plans will include activities of varying difficulty and budget, ensuring broad participant engagement.
    - We provide meals/lunch for participants at most of our events.
    - Indirect fees primarily represent depreciation of our braille embosser.
6. Secured & Pending Funds ($30,167):
    - Secured funds refers to donations, which are forecast based on our actuals from 2024. Pending funds are from the Bell Charitable foundation, amounting to $25,000 which have been applied for but not awarded yet.

7. Total Grant Activity: The total grant activity cost is $150,000, with an additional $30,000 in secured and pending funds, while we actively develop our calendar of future grant applications.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

This timeline outlines TVA's approach to growth, engagement, and program evaluation within the grant period.

- **September 2025 - Pre-Grant Participant Survey**

TVA will conduct a survey prior to October 2025 to establish baseline levels of confidence, social connection, and engagement. This data will serve as a foundation for measuring TVA's impact.

- **October 2025 - Launch of Grant-Funded Activities**

TVA begins the grant period with accessible events for O'ahu's BVI community. Pre-registration enables TVA to assign trained guides, ensuring an inclusive experience.

- **October 2025 - NFB State Convention**

TVA will attend the NFB Hawai'i State Convention, connecting with BVI members statewide to promote our mission, encourage participation, and strengthen local ties.

- **November 2025 - Monthly Feedback Collection Begins**

TVA collects detailed feedback after each event to monitor satisfaction and volunteer effectiveness. Monthly surveys will assess engagement, confidence, and connection.

- **March 2026 - Hawaii Association of the Blind (HAB) State Convention**

TVA will attend the HAB State Convention, ACB's local affiliate, engaging local and statewide BVI attendees to gather mid-grant feedback and recruit new volunteers.

- **April 2026 - Volunteer Training Expansion**

TVA intensifies recruitment and training efforts to reach 240 trained volunteers by the grant's end. Training emphasizes human guide techniques for safe, accessible experiences.

- **July 2026 - NFB and ACB National Conventions**

TVA will send team members to both conventions, supported by Ho'opono, to engage nationally with BVI individuals and gain insights for program enhancement.

- **August 2026 - Annual Participant Survey and Analysis**

TVA will survey all participants, capturing self-reported growth in confidence, social connection, and independence, guiding TVA's next programming cycle.

- **September 30, 2026 - Training and Participant Growth Completion**

By the grant's end, TVA expects to achieve 40 BVI participants per event and 240 trained volunteers, supporting sustained impact.

- **Ongoing: Event Feedback and Adaptive Programming**

TVA continuously gathers exit feedback from each event, refining programs to align with community needs.

This timeline reflects TVA's structured growth, engagement, and adaptability, ensuring a lasting impact for O'ahu's BVI community.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

In just nine months, we have trained over 50 volunteers and hosted over 27 participants across only nine events, each designed to foster confidence, social connections, and empowerment. One participant shared, *"I didn't even know these opportunities existed,"* highlighting the unique and life-changing nature of our programs. Despite limited funding, our dedication has allowed us to make a significant impact. Survey results highlight the profound effects of our programs, with event ratings averaging 5.00 on a 1 to 5 scale, where 5 represents the highest satisfaction. Another participant shared, *"The events provided by Travel Visions Aloha are a great builder of the blind community on O'ahu, offering varied and interesting experiences, suitable for blind people with many different levels of skill."*

Our programs extend beyond social gatherings—they transform lives by building a connected, empowered community. Participant feedback consistently reflects the strong sense of belonging and support fostered by our events. One attendee noted, *"I love to hear everyone's story of life,"* showcasing the deeper connections and trust that develop through our activities. Another participant shared, *"I was very grateful for the volunteers' descriptions of obstacles... having their assistance was incredibly helpful,"* emphasizing the value of our volunteer-led approach. The social aspect of TVA's programs plays a crucial role in reducing isolation, promoting a sense of community, and enhancing participants' quality of life.

Research further underscores the importance of programs like TVA's. Studies show that only 22% of blind individuals meet physical activity guidelines compared to 50% of the general public, due to barriers like limited access (Caputo et al., 2022). This highlights the urgent need for programs that close these gaps. Kelly Choi, our blind & autistic blog writer, noted, *"Programs like these help me keep a positive mindset and feel safe and happy."* By facilitating structured, inclusive activities, TVA actively addresses these barriers, enhancing the physical, social, and emotional well-being of the BVI community.

Volunteer feedback underscores the strength of our training and support. Our Human Guide Training Video, which has been viewed 356 times, extends TVA's impact beyond local programs, illustrating how our approach influences practices in broader settings. Ramón, an airport staff member, commented, *"I'll have this saved to share for informational purposes to others,"* highlighting the reach and effectiveness of our training.

The success of TVA, demonstrated through participant feedback, volunteer engagement, and research-backed evidence, showcases our potential for even greater impact with increased funding. We are spreading like wildfire, gaining interest and support that can transform more lives if given the resources.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

TVA's capacity to achieve outcomes is anchored in strong leadership, dedication, and deep community ties. I, Marri, as the founder and president of TVA, bring experience as an empowerment advocate, adaptive athlete, public speaker, previous business owner, and proven team leader with a B.A. in Mass Communication. My leadership in program development and outreach has driven TVA's rapid growth. As an adaptive athlete, I spread awareness by running races and participating in international paddling races, showcasing the

resilience of the BVI community and extending TVA's mission. I have been featured on news outlets, radio, blind-focused podcasts, and in international interviews, amplifying TVA's reach and building strong support.

Vice President Deborah Braiman, with her expertise in vocational rehabilitation, ensures our programs remain inclusive and sustainable. Event Lead Bryson Amaral, who is legally blind, shared with me, *"I want to help you help people like us."* His 18 years of military service and event safety expertise enrich TVA's programs, fostering participant trust and engagement. Bryson's story is a testament to how TVA serves as a beacon for BVI individuals who need this organization. Together, we foster resilience and build an empowered, united community.

Our board and key staff, all connected to national BVI organizations and local affiliates, show how deeply rooted we are as a BVI-led organization. We know what we need because we are the community we serve, reinforcing our insight and commitment to meaningful programming.

Strategic partnerships enhance our capacity. My great friendship with Richard Julian, founder of Access Surf and board member of Pure Light Racing, exemplifies our collaborative approach. These partnerships allow us to share resources and best practices, broadening TVA's impact within the nonprofit sector.

Interest in TVA's work continues to grow. New participants and volunteers join every event, driven by the positive ripple effects we create. Our adaptable approach includes making venues fully accessible with braille, large print, and audio resources. Supervisors and managers often remark on how our presence inspires them to reconsider and improve their accessibility practices. By distributing materials and raising awareness wherever we go, TVA ensures lasting changes that benefit not only our participants but the wider community across O'ahu.

This commitment to transformative accessibility, fueled by volunteer dedication, partnerships, and innovative programming, positions TVA for scalable growth. Although we have achieved significant milestones with limited resources, additional funding would enable us to expand and create an even greater impact. Our proven track record, established in just nine months and nine impactful events, underscores TVA's ability to deliver high-quality, transformative services and foster resilience and empowerment within the BVI community as we plan for future growth.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

TVA is committed to empowering the BVI community on O'ahu through a focused strategy:

1. **Diversified Funding**: We previously secured $17,000 grant funding from Atherton Foundation and approximately $1,380 in donations to launch TVA and we continue pursuing federal, state, and local grants, alongside donations, to expand sustainably.
2. **Community Engagement**: We've built strong relationships with local businesses and community members, leaving a positive impact wherever we host events. TVA is exploring partnerships with venues to add permanent accessibility features, such as braille signage, benefiting both participants and the community.

3. **Volunteer Development**: TVA has developed a dedicated volunteer base trained to support the BVI community. We will continue recruiting and retaining volunteers to expand our impact.

4. **Strategic Partnerships**: Partnerships with BVI-focused groups and other disability organizations, including Access Surf, Pure Light Racing, and ATRC, amplify TVA's reach, resources, and support network.

5. **Capacity Building**: TVA is constantly training more volunteers so we can increase the number of participants per event, and adding more team members internally as well. This grant would enable us to more than double the number of participants served. In the future we plan to expand statewide and align with initiatives like the Act 253 SLH 2023 Neighbor Islands Pilot Program.

6. **Impact Measurement**: We survey participants and volunteers after each event, and have one large survey annually in July. Additionally, we gather feedback and data throughout the year.

7. **Empowering BVI Individuals**: All of TVA's board members are BVI, and our sighted volunteers are trained to work with our participants to provide scaling amounts of support so that they are as independent as possible while being comfortable during the event. Many participants in our surveys indicate they engage in activity on their own, because of the experience from our events.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

As a BVI-led organization, TVA understands the needs of the community we serve and is well-prepared to sustain and expand our plan effectively:

1. **Staffing**: TVA's Board and team bring expertise and strategic guidance rooted in BVI experience. With new volunteers and roles, we ensure professional development and recruit for specialized skills, building a resilient team.

2. **Funding**: Beyond this grant, TVA diversifies funding through grants, donor relationships, and sponsorships. Transparent financial practices and proven impact enhance our appeal, strengthening long-term financial stability.

3. **Community Support**: Strong ties with local businesses, organizations, and stakeholders enhance our financial base and provide in-kind support, positioning TVA as a key community resource.

4. **Volunteer Network**: TVA's volunteer base has expanded since becoming operational, with recruitment and training tailored to BVI needs, essential for program scalability and community engagement.

5. **Strategic Partnerships**: Collaborations with BVI groups, Access Surf, Pure Light Racing, ATRC, and other organizations amplify TVA's reach and enrich program delivery.

6. **Capacity Building**: TVA is prepared to expand statewide, aligning with Act 253 SLH 2023's Neighbor Islands Pilot Program. Ties with Ho'opono Services enable us to integrate into statewide offerings.

7. **Technology Integration**: Leveraging technology for operational efficiency and virtual engagement broadens TVA's reach and supports efficient service delivery.

8. **Empowering BVI Individuals**: TVA empowers BVI members through leadership and skill-building, creating a sustainable model driven by those we serve.

With dedicated staffing, diverse funding, strong partnerships, volunteer development, and empowerment initiatives, TVA is well-equipped to sustain and expand its impact on the BVI community beyond the grant period.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Blindness is primarily an adult-onset disability. Most adults lost some vision as they age, and currently over 40% of all blind and visually impaired individuals have diabetes, which is also an adult onset disability. Thus, by focusing on the BVI community, our proposal embodies the essence of an Age-Friendly Honolulu Project by creating an environment where residents of all ages can actively engage in socially enriching, health-promoting, and physically active activities, with a special focus on the elderly population. As a result, over 30% of our participants are kupuna. This fosters a sense of inclusivity and respect for people of all ages, facilitating seamless connectivity within the community. Moreover, it places a strong emphasis on promoting health and activity among the elderly, ensuring they can lead fulfilling lives in their later years. Our commitment extends to providing support for those who may require assistance in maintaining their dignity and experiencing life's joys. In terms of additional reporting requirements, our organization is well-prepared to meet demonstrate Kupuna attendance criteria set forth, as we have a robust system in place to gather, analyze, and report data effectively, ensuring accountability and transparency in achieving our Age-Friendly goals.

APPENDIX A: TIER I GRANT PROPOSAL (Grants between $5,000 and $10,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Ukwanshin Kabudan
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Transmission of Multi-generational Values & Knowledge

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Ukwanshin Kabudan is an Okinawan educational and cultural group formed in 1999 and incorporated as a 501(c)3 non-profit organization in 2009. Its major mission is to promote Okinawan heritage arts, culture and history. The organization conducts year-round events focused on fostering multi-generational cultural awareness, exchanges and goodwill. Events include performances, classes, workshops, local and international presentations.

E. Briefly describe the single event, performance, class, or other non-programmatic Grant Activity and need being filled. *(400 character count limit)*

The grant will support the 3-day LooChoo Identity Summit (hereafter "LIS"). This LIS is one of the primary means through which Okinawans and Okinawans-at-heart have the opportunity to share and transmit their culture, heritage arts, and hear of timely issues impacting the survival of its native language, environmental threats to its homeland, and reaffirm their identity as indigenous people.

F. Briefly summarize single event, performance, class, or other non-programmatic Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The LIS includes keynote speakers, workshops, small and large group discussions, and a cultural performance. It is anticipated that the LIS will serve 200 persons each day and conclude with a performance that is open to the general public. In the past, this performance has been attended by approximately 300 persons.

Outcome measures include: (1) registration and sign-in sheets for days 1, 2 and 3 to verify attendance; (2) evaluation and satisfaction sheet completed including basic demographics (age range, district, etc.) information; and (3) count of persons attending cultural performance.

G. Council District **Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in <u>whole</u> numbers only.**		
☒ District 1 $1,000	☒ District 2 $1,000	☒ District 3 $1,000
☒ District 4 $1,000	☒ District 5 $1,000	☒ District 6 $1,000
☒ District 7 $1,000	☒ District 8 $1,500	☒ District 9 $1,500
Total Amount Requested (must be between $5,000 and $10,000)	$10,000	

H. Type of Grant Activity (pick <u>ONE</u> category that best reflects the Grant Activity):		
1. Public Services: Single event, performance, class, or other non-programmatic projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Single event, performance, class or other non-programmatic projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☒ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Eric Wada, Co-Director

11/18/25
Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned President/Co-Director of the Board of Ukwanshin Kabudan hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Eric Wada
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned Co-Director of the Board of Ukwanshin Kabudan hereby certifies that Eric Wada, President/Co-Director, has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Norman Kaneshiro
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 19th day of November, 2024, 2024, before me appeared Eric Wada, personally known to me, who, being by me duly sworn, did say that he is the President/Co-Director of Ukwanshin Kabudan and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said President/Co-Director acknowledged said instrument to be the free act and deed of said corporation.

BRIANA U DeCOSTA NOTARY PUBLIC No. 23-104 STATE OF HAWAII

Briana U DeCosta
Notary Public, State of Hawaii

My Commission expires: MAR 19 2027

BRIANA U DeCOSTA NOTARY PUBLIC No. 23-104 STATE OF HAWAII

Doc. Date: NOV 19 2024 # Pages 1
Name: Briana U DeCosta 1st Circuit
Doc. Description: certificate of the board of directors no obligations in arrears

Signature NOV 19 2024 Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the single event, performance, class, or other non-programmatic public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(500 character count limit)*

This activity was chosen since it is the primary and perhaps the sole event in Hawaii that engages the Okinawan community in a thought-provoking, intellectual and emotional journey into exploring their indigenous identity. In past LISs, topics have involved perpetuation of its languages, some of which are designated by the United Nations as the most endangered in the world, land and water issues that impact both local and Okinawan islands, and the alarming loss of Okinawan indigenous knowledge and heritage arts.

Someone once compared this need to ensure the successful transmission of generational knowledge to a 4-man relay race. The first leg or *Issei* generation, in its sacrifices and hard work, sets a firm foundation. The second leg or *Nisei* generation continues the pace and tirelessly works to build a lead or level of comfort and success. Currently, most of UK participants are *Sansei* and *Yonsei* whose most important role in a successful transmission of its culture, history and values is to ensure a smooth passing of the baton to the next generation. The LIS's focus will be on such a multigenerational transmission of cultural knowledge, values and traditions.

We believe that there is a strong interest in such an event as evidenced by past successful LISs and general community interest in Okinawan culture and art. The University of Hawaii's Center of Okinawan Studies estimates that there are approximately 45,000 to 50,000 persons of Okinawan ancestry in Hawaii, one of the largest groups of Okinawans outside of Okinawa.

Additionally, the topics and discussions addressed in the LIS such as indigenous identity; land use and water safety issues; and the need to preserve, protect and perpetuate indigenous knowledge and traditions are relevant to other Pacific nations and people.

B. Describe the proposed plan

1. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(500 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

This grant activity is focused on culture and is directly related to the well-being and quality of life of local communities. In addition, the LIS involves many senior participants and college students who are from low to moderate income situations.

In numerous studies of longevity, Okinawans enjoy one of the longest life-spans in the world. While diet and exercise are important factors, researchers note that their rich social networks and community engagement are a major contributor to their long life and relative good health. One article noted the concept of *ikigai*, or a strong sense of purpose, as a major contributor to Okinawans' longevity. Events such as the LIS where multi-generational sharing, the high-lighting of elder knowledge and values, and the opportunities to feature stories of their life and experiences contribute to participants sense of well-being and belonging.

2. Provide an action plan to achieve the stated measurable outcomes. If the single event, performance, class, or other non-programmatic Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(1,000 character count limit)*

The action plan to ensure the success of the LIS include the following:

Action	Measure
Finalize LIS theme and focus	Meeting notes
Secure facility for 3-day event; finalize date of event	Contract signed and approved
Secure and confirm speakers and presenters	Invitation and confirmation letters
Finalize agenda	Agenda
Publicize event by posters, ads, flyers, invitations, notice to public	Articles, PSA text, flyers, posters, etc.
Registration of participant; confirmation of receipt	Online registration site; registration at LIS
Complete arrangements for AV and technical support	Contract with AV and tech support
Arrange for needed transportation support	List of arrangements for transportation support
Arrange and train volunteers (mobility aid, room monitors, sign-in table, etc.)	List of volunteers and assignments
Conduct Loochoo Identity Summit (LIS)	Sign in sheets for each day; collect evaluations; photographs of event
Post LIS review and evaluation of LIS	Evaluation summary report and fiscal report

3. Provide a narrative that explains how the budget in Section III and the deliverable schedule in Section IV will achieve the desired outcomes. (*1,000 character count limit)*

Funds will be utilized as follows:

- Facilities: $500/day x 3 days; venue to host 3-day LIS for 200-250 persons per day. Sites such as public universities and school settings that are ADA-compliant will be secured.
- Honoraria, stipend support: $3,000; funds for keynote speakers and presenters, and cultural performers is required. Stipends for student and seniors who are in need and who request assistance will be available.
- Media support: $3,000; includes audio systems, support and rental - $1500 and visual and digital recordings and editing - $1500 to support and document presentations and performances
- Transportation: $1,000; includes rental of bus, vans, and cars to support persons in need of transportation
- Consumable office supplies: $500; includes paper, pens, labels, folders, ink, etc. for the production of LIS materials & packets
- Postage: $200
- Printing & duplication supplies: $800; to publicize and support dissemination of information for LIS

C. No CITY funds or assistance.

The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no awards from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

5. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

6. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

7. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

8. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

D. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

- ☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages
- ☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming
- ☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Priority #2 is being directly addressed by the LIS in that it provides kupuna with meaningful roles in the community through intergenerational sharing and mentoring. One of the central purposes of this LIS is the transmission of *kupuna* knowledge, experiences, and stories to the next generations. During the LIS, senior members will be given key roles in presenting and sharing their knowledge, stories and experiences. As Bateson (2010) noted, the grandparents of today are not the grandparents of yesterday. She posits that seniors are able to be "givers" not just "takers" in today's society and provide valuable perspectives and wisdom. Current good health and longevity due to advances in biomedical and technological advances demand that opportunities for seniors for continued learning and growth are provided and are vital in building an inclusive society. The grant activities are designed to view seniors as teachers and first-hand witnesses to the *Issei* and *Nisei* immigrants' experiences and struggles. In past LISs, seniors have shared their experiences during the Battle of Okinawa as MIS officers searching for family members in their destroyed ancestral villages and, during the early land struggles, as farmers in standing up to developers. For the younger generations, these were compelling stories and brought forth new appreciation and understanding of their elders. The proposed LIS will provide an opportunity for continued sharing and the transmission of the values, traditions and stories amongst generations.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Ulu Ae Learning Center
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Ulu A‘e Project

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Established in 2014, Ulu A‘e Learning Center (UALC) envisions a world where communities are rooted, knowledgeable about and engaged in the places they live. Our mission is to empower and enrich lives through culture and place-based programs that develop skills, build confidence and promote healthy relationships based on Native Hawaiian values and customs.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Ulu A‘e offers out-of-school and community programs for youth ages 5-18, fostering their well-being, skills development and civic engagement. This project addresses the need for culturally grounded, place-based out-of-school opportunities for youth in West O‘ahu, an area with some of the highest school enrollments in the State and a growing population of new residents and Native Hawaiians.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

This project supports 135 youth from West O‘ahu, ages 5-18, by broadening their access to out-of-school programs and encouraging learning in Native Hawaiian practices and community involvement. Success is evaluated through program completion rates, progress tracking, and skills assessments, all aimed at fostering active citizenship and building a resilient community for the future.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $ 90,000	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $	☐ District 8 $	☒ District 9 $ 60,000
Total Amount Requested (must be $25,000 to $150,000)	$ 150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Mikiala M. Lidstone — 11/20/24

Signature of Grantee (Fiscal Sponsor) Officer Printed Name and Title: Miki'ala M. Lidstone, Executive Director

Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Jamie Barut
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Miki'ala M. Lidstone (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Jamie Barut
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 17 day of November, 2024, before me appeared Jamie Barut, personally known to me, who, being by me duly sworn, did say that he/she is the Executive Director of 'Ulu'ā learning center and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said she acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii Noah Nua

My Commission expires: 07/16/2027

NOAH NUA
STATE OF HAWAII NOTARY PUBLIC
Commission Number 23-185

NOAH NUA
STATE OF HAWAII NOTARY PUBLIC
Commission Number 23-185

NN
Doc. Date: 11 undated # Pages 3
Name: Noah Nua First Circuit
Doc. Description: Certification of the Board of Directors Authorization

Noah Nua 11/17/2024
Signature Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other quality information to show the issue is a priority need of the community. *(3,000 character count limit)*

Out-of-school programs - serving children and youth afterschool and during school breaks - are crucial to supporting the unique challenges of working families and youth in the growing communities of West O'ahu ('Ewa to Makaha).

We serve youth and kupuna in West O'ahu, where HIDOE reports some of the largest enrollments and underserved schools in Hawaii. The Campbell-Kapolei complex is the largest public-school complex, and the Nanakuli-Waianae complex serves a high percentage of economically disadvantaged youth.

Many of these youth don't have access to quality out-of-school programs, especially afterschool care. According to the *America After 3PM* report, the demand for afterschool programs has surged. For every child enrolled in an afterschool program, three are on a waiting list—equating to over 25 million youth across the country.

We receive calls and visits from working parents desperate for out-of-school care. Either their child's school doesn't offer such programs, or existing programs are at capacity.

In January 2021, we surveyed families in Kapolei and 'Ewa, distributing 600 surveys. The results revealed that 98% of families need out-of-school services.

The communities of Kapolei and 'Ewa, which make up over half of the families we serve, continue to grow with new residents and a rising Native Hawaiian population.

With the construction of 900 new Department of Hawaiian Homeland homes in Kapolei and 'Ewa, the area's population will grow resulting in over 2,000 DHHL homes and a Native Hawaiian homestead community of nearly 9,000. Once fully built, Kapolei will be home to the highest concentration of Native Hawaiians statewide and globally.

Kamehameha Schools' Regional Data Book projects a 66% growth in the Native Hawaiian population in Kapolei and 'Ewa over the next two decades, with 12% currently living below the poverty line.

Despite this growth, growth in youth programs during non-school hours has not kept pace.

In 2020 we held focus groups for members and stakeholders in Kapolei and 'Ewa. Major concerns raised were the sparse activities for youth during non-school hours, high crime, and the low pride in youth for their communities.

Participants in the focus groups identified the absence of generational place-based knowledge as a concerning factor noting that because of the growing new resident population we have a migrant population with many parents and elders not originating from Kapolei and 'Ewa. This disconnect can lead to youth feeling no kinship to their community resulting in unlawful activities and apathy towards civic engagement.

This creates two key challenges for West O‘ahu: a shortage of out-of-school spaces for youth and low pride among youth in community.

Kapolei High School surveyed their students last year and discovered that only 34% of students feel a sense of belonging to their community.

Our programs address these issues by fostering a sense of community and pride in culture and heritage during the out of school time.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community’s problem / need. *(3,000 character count limit)*

A four-program approach will address the identified challenges, benefiting 80% Native Hawaiian youth and 30% low to moderate-income youth. The four programs include:

1. **No‘eau After School Program**
2. **Nene‘e Intersession Program**
3. **Hana‘i‘o Hunt and Dive Program**
4. **Pi‘ina Internship Program**

The measurable outcomes are:

1. 135 students will have access to culturally grounded, place-based out-of-school opportunities
2. 80% of learners will increase their knowledge and skills in Native Hawaiian practices
3. 90 stewardship visits will be provided to grow commitment to stewardship
4. 10 resumes will be completed by youth who complete an internship and have increased their employability

By offering a vibrant selection of out-of-school programs we address the shortage problem of out-of-school options and the problem of low community pride in youth.

The four programs are described below.

1) No‘eau After School Program serves students during the school year at our campus in Kalaeloa where learners receive free transportation, homework help, hana no‘eau lessons and stewardship experiences. This engagement is vital for developing daily habits embedded in sense of place and community.

2) Nene‘e Intersession Program serves students during all school breaks. This service-oriented program provides stewardship experiences and lessons in hana no‘eau (Hawaiian practices) and mo‘olelo (storytelling). Nene‘e fosters intergenerational connections by incorporating community elders and growing youth kinship to place.

3) Hana‘i‘o Hunt and Dive Program serves a cohort of middle and high school students during all school breaks. Learners participate in animal husbandry while learning safety and sanitation guidelines, knife skills, and how to prepare sustainably sourced meals for family and community.

4) Pi‘ina Internship Program is a paid internship program for high school students during Spring and Summer breaks, providing interns with opportunities to grow their leadership and field experience,

receive workforce training and resume building support. Interns complete the program wanting to contribute to the economy of their community.

Our internship component is tailored for high school students to support college and career readiness. At the Career Expo at UHWO, 92% of surveyed students expressed interest in enrolling, with 68% indicating that they knew a friend who shared this interest.

Our programs run year-round. Last year we provided 268 days and 1,596 hours of direct services. Distinguishing us from other programs, we offer a holistic approach, blending academics with immersive, place-based experiences. By fostering connection to community, we help students develop deep roots in their home.

Our high-touch, place-based approach connects learners to the history, stories and cultural sites within their community in order to *ulu a'e*, grow, their sense of place and belonging and seed their lifelong commitment to civic engagement. This approach leads to involved youth who want to make good choices and be problem solvers for their community.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

This project supports the sustainable improvement in the well-being and quality of life of our low- to moderate-income community by providing children of working parents with safe and enriching out-of-school experiences that encompass the whole of the community without added financial burden on parents.

The target population consists of:
-Youth ages 5-18
-Kūpuna

The measurable outcomes are:

1. 135 students will have access to culturally grounded, place-based out-of-school opportunities
2. 80% of learners will increase their knowledge and skills in Native Hawaiian practices
3. 90 stewardship visits will be provided to grow commitment to stewardship
4. 9 resumes will be completed by youth who complete an internship and have increased their employability

The outcomes directly align with the purposes and priorities of the Grants in Aid Fund by addressing Arts, Culture, and Community Development in the following ways:

Arts and Culture: Programs such as No'eau After School and Nene'e Intersession focus on hana no'eau lessons, mo'olelo, and cultural practices, fostering cultural preservation and artistic expression contributing to the City's vision of a vibrant cultural landscape.

Community Development: By actively involving elders and providing productive activities like land stewardship and cultural practices, we encourage positive behaviors and healthy lifestyles that help reduce crime and delinquency.

Economic Development: By providing high school students with workforce training and resume-building support, our Pi‘ina Internship Program helps develop a skilled workforce and promotes economic resilience, which aligns with economic development priorities.

Direct benefits to the target population include the following:
Providing Safe Spaces for Youth: Our programs ensure a secure, structured and engaging environment during out-of-school time which is when youth are most vulnerable.

Cultural Enrichment for Youth: Our programs enrich the cultural experiences of youth by fostering an understanding of diversity, personal identity and connection to community. By actively involving kūpuna, we address the deficiency in generational place-based knowledge, benefiting both youth and elders.

Positive Engagement for Youth: Our programs provide structure, support and opportunities for growth during the time when youth are often unsupervised. This helps reduce risky behaviors, build social skills, foster sense of belonging, encourage healthy interests and improve academic and overall wellbeing.

Workforce Preparation for High School Students: Our internship program directly prepares high school students for the workforce, enhancing their employability and economic prospects. This benefit extends to parents who see their children gaining valuable skills and kūpuna witnessing the passing on of knowledge to future generations.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

OUTCOME 1: 135 students will have access to culturally grounded, place-based out-of-school opportunities.

Action plan: Recruit participants through a multi-channel approach, utilizing our website, social media, and collaboration with the Parent Community Network Coordinator (PCNC) at HIDOE schools. Advertising program sessions and distributing flyers will drive enrollment. Registration will be conducted online through our website.

Milestones:
- Advertise program sessions on the website and social media platforms
- Collaborate with PCNC for distribution of flyers and communication with teachers
- Conduct online registration through the designated portal on our website

OUTCOME 2: 80% of learners will increase their knowledge and skills in Native Hawaiian practices.

Action plan: Create a personalized lesson schedule for each program session, tracking student growth and achievement through progress charts, pre and post-tests, and demonstration tests.

Milestones:
- Develop a personalized lesson schedule for each program session

- Implement progress charts to track individual student growth
- Administer pre and post-tests to assess knowledge and skill development
- Utilize demonstration tests to evaluate increase in skills in Native Hawaiian practices

OUTCOME 3: 90 stewardship visits will be provided to grow commitment to stewardship.

Action plan: Schedule site visits with community aina-based partners, sending waivers for site visits to parents ahead of the program start. Conduct parent meetings to connect with families and invite them to join stewardship site visits. Enable Short Message Service (SMS) for text communication with parents. Use sign-in sheets and progress charts to track attendance and engagement.

Milestones:
- Schedule stewardship site visits with community partners
- Send waivers for site visits to parents before program begins
- Conduct parent meetings to connect with families and invite them to site visits
- Utilize sign-in sheets and progress charts to monitor attendance and engagement

OUTCOME 4: 9 resumes will be completed by youth who complete an internship and have increased their employability.

Action plan: Have the Program Coordinator and instructors train interns for 8 hours of workforce training, provide 40 hours of field experience, and offer 2 hours of resume-building coaching.

Milestones:
- Conduct 8 hours of workforce training for interns
- Provide 40 hours of field experience for hands-on learning
- Offer 2 hours of resume-building coaching to enhance employability

Partnerships are consistent across all measurable outcomes and include 24 HIDOE schools such as ʻEwa Elem, Hoʻokele Elem, Kapolei Elem, Mauka Lani Elem, Ka Waihona o Ka Naauao and Dreamhouse Charter School.

Other partners include Sylvan Learning Center, Camp Palehua, Malama Puuloa, Malama Learning Center, Kaonohi Farms and Hoakalei Foundation

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

Pending funds include Kamehameha Schools and foundations to cover some expense. We request funds for the following direct positions:

Thirty percent (30%) of the Executive Director/Kumu @ $78,756 per year to develop, deliver and work with participants. The cost is estimated at $78,756 X .3 = $23,625.

Fifty percent (50%) of a Program Coordinator to assist in the development and management of day-to-day delivery of program to participants @ $42,000 per year, $42,000 X .5 = $21,000.

Fifty percent (50%) of one part time instructor @$19/hr for approximately 1040 per year and two part time program assistants @$18/hr at approximately 1040 hours per year to prepare/deliver/close program activities and safely engage participants. The cost is estimated at 1X$19X1040X.5 + 2X$18X1040X.5 = $9,880 + 18,720 = 28,600

Direct staff benefits include FICA/Medicare at 7.65%, HI Unemployment at 2.0%, TDI/Worker's Comp at 2.0% or 11.65%X$28,600=$8,531.

Medical insurance for the two full time staff (ED/Kumu and Program Coordinator) is estimated based on .3 + .5 FTE for program X 600/month cost X 12 months = $5,760.

Administrative cost includes 20% of Executive Director/Kumu to provide overall management of program including reporting and data gathering for the funder. The cost is estimated at $78,756/yr X .2 = $15,750.

Payroll taxes are as above at 11.65% X $78,756 = $1,835.

Medical insurance for 20% administrative staff is as above, $600/mth X 12 mths X .2= $1.440.

Contractual services include payroll services allocated at 50% X $525/mth X 12 mths = $3,150 and cultural practitioners (both on/off site), who share history and cultural practices. Each program session includes 1, often 2 to 4 practitioners during the all-day sessions. Average cost is $250/sessionX276sessions=$69,000. We request 50% or $34,500. Total Contractual services is estimated at $3,150+$34,500 = $37,650.

Program supplies include instructional materials, tools for garden work, and classroom furniture. We estimate a total cost of $115 for each of 135 students = $15,525. We are requesting $5,809 or 37.4% of the total to balance the budget to the awarded $150,000.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Outcomes summary:
1. 135 students served (unduplicated)
2. 80% of students increase their knowledge
3. 90 stewardship visits
4. 9 resumes completed

*NOTE: Numbers on each line item refer to numbered outcome above. Student enrollment numbers are duplicated numbers, meaning they could represent students who attend more than one program.

OCT 2025
Finalize pre/post- evaluations, progress charts, and surveys to ensure measurable progress [2]
Deliver Fall Nene‘e Intersession Program [1, 3]
- 24 students
- 5 stewardship
Deliver Semester 1 No'eau Afterschool Program [1, 3]
- 50 students
- 4 stewardship
Deliver Hana ‘I‘o Program [1, 3]
- 15 students
- 1 stewardship
Evaluation of all students’ progress [2]

NOV
Continue Semester 1 No'eau Afterschool Program [1, 3]

- 50 students
- 4 stewardship
Recruit participants for Winter Nene‘e Intersession Program [1]

DEC
Conclude Semester 1 Afterschool No'eau Program [1, 3]
- 50 students
- 4 stewardship
Recruit participants for Semester 2 No'eau Afterschool Program [1]
Deliver Winter Nene‘e Intersession Programs [1, 3]
- 24 students
- 5 stewardship
Evaluation of all students’ progress [2]

JAN 2026
Begin Semester 2 No‘eau Afterschool Program [1, 3]
- 50 students
- 4 stewardship
Begin to secure partners and resources for summer and next school year [1]

FEB
Recruit for Spring Nene‘e Intersession Programs and Piina Internship Program [1]
Continue delivering Semester 2 No'eau Afterschool Program [1, 3]
- 50 students
- 4 stewardship

MAR
Continue Semester 2 No'eau Afterschool Program [1, 3]
- 50 students
- 4 stewardship
Conduct Piina Internship training [1]
- 12 students
Deliver Spring Nene‘e Intersession Program [1, 3]
- 24 students, 4 student interns
- 5 stewardship
Deliver Hana‘i‘o Program [1, 3]
- 15 students
- 1 stewardship
Evaluation of all students’ progress [2, 4]

APR
Continue Semester 2 No'eau Afterschool Program [1, 3]
- 50 students
- 4 stewardship

MAY
Conclude Semester 2 No‘eau Afterschool Program [1, 3]
- 50 students
- 4 stewardship
Recruit for Spring Nene‘e Intersession Programs and Piina Internship Program [1]
Conduct Piina Internship training [1]
- 12 students

Evaluation of all students' progress [2]
Finalize/Secure partners and resources for summer and new school year [1]

JUN
Deliver 5 Summer Nene'e Intersession Programs [1,3]
- 100 students, 6 student interns
- 20 stewardship
Deliver Hana'i'o Program [1, 3]
- 15 students
- 3 stewardship
Schedule Piina interns for field work and resume coaching [1, 4]
- 6 students
Evaluation of all students' progress [2]

JUL
Deliver 4 Summer Nene'e Intersession Programs [1,3]
- 80 students, 6 student interns
- 20 stewardship
Deliver Hana'i'o Program [1, 3]
- 15 students
- 3 stewardship
Schedule Piina interns for field work and finalize resumes [1, 4]
- 6 students
Begin planning for new school year [1]
Recruit participants for new school year [1]
Evaluation of all students' progress [2]

AUG
Recruit participants for new school year [1]
Conduct planning for new school year [1]
Summarize evaluations and progress reports across all programs [2]

SEP
Finalize participants for new school year [1]
Finalize planning for new school year [1]

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Our organization has been providing culturally grounded, place-based programs in West O'ahu since 2016. Each year since our start our enrollment numbers and repertoire of out-of-school program opportunities have increased. This growth demonstrates satisfaction and ongoing demand for our programs.

We have consistently served children and youth. When Hawaii was ordered to shelter-in-place in March 2020 due to Covid-19, we began delivering No'eau Learning Boxes to families to keep them engaged in their homes. Three months later, in June 2020, when businesses like ours were given the green light to open our doors, we began serving children of working parents at our learning center from 7am – 5pm. We offered thirteen out-of-school program sessions throughout 2020. Our longest program

session in 2020 was 731 dosage hours. Remarkably, 75% of our learners returned for additional sessions, showing the trust parents placed in our offerings, even during challenging times.

Today we provide free after school transportation from school campuses to our campus for 7 HIDOE schools.

In 2022, recognizing the need for internship experiences among high school students, we piloted a youth internship program with the support of seed funding from Kamehameha Schools. This Spring and Summer Internship Program aimed to complete 16 students but exceeded expectations by successfully completing 17 students. Each participant underwent 8 hours of training, 40 hours of field experience, and 2 hours of resume coaching.

Our community engagement and dedication to cultural preservation extends beyond youth programs. We also host monthly ʻIke Kuʻuna Enrichment Workshops for parents and kūpuna, monthly stewardship experiences at Puʻuokapolei and signature events such as Makahiki ma Kapolei and Kapuʻuola Hula Festival.

Over the years, we have grown enrollment, adapted during challenging times and expanded program offerings to meet the demands of our community. We remain committed to improving the well-being of learners as demonstrated through their commitment to caring for themselves and their community and in their expressions of pride in self and community.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

We are a growing, community-based organization with many assets. Each year of our existence, we have steadily grown. Funders, businesses and individuals are investing in us because they see results in the work we do.

Organizational Knowledge:
In addition to our Executive Director who is a strong asset as a well known and respected cultural practitioner, we also have over 30 partners who share their knowledge and support to our programs as well as an active Board of Directors who provide strategic guidance. We also maintain a repertoire of unique place-based lessons in our inventory of curriculum.

Staffing:
Our staff consists of one Program Coordinator, one Admin Assistant, two Instructors, three Program Assistants, and two Van Drivers. Staff retention is high, which enables consistent and quality program delivery. Our staff's ability to extend their roles as trainers for the Internship Program showcases their adaptability and commitment.

Fiscal Resources:
With over $400,000 in cash assets, we maintain a level of financial stability. We also meet monthly with a team of financial consultants to ensure that funds are used efficiently so we are able to focus on community services for underserved working-class families.

Facilities and Resources:
Our ¼ acre campus in Kalaeloa provides both indoor and outdoor learning spaces. This facility supports the growth of our programs and serves as a hub for community engagement. Leveraging these resources, we've expanded program offerings, aligning them with the interests and requests of our beneficiaries.

Stakeholders and Relationships:
Our strong support system extends beyond staff to include committed volunteers, parents, and students. Over 300 volunteers participate in our stewardship days annually, creating a hearty community network.

Organizational Training:
In June 2019, our Executive Director and her Board of Directors took part in the Hawaii Investment Ready (HIR) social entrepreneur accelerator. The accelerator addressed some of our core areas of need including our impact model. The experience deepened our understanding of our operations, strategies and impact. HIR inspired the development of our Financial Management Plan and our Technology Improvement Plan, both were achieved in June 2023, strengthening our capacity.

Community Engagement and Impact:
Community engagement is in everything we do. 100% of participants in our programs are engaged in community either through land stewardship, workforce development or a community event. In addition to this project, we also deliver the Pu‘uokapolei Stewardship Program, the ‘Ike Ku‘una Workshop Series and two annual signature events: Makahiki Ma Kapolei and Kapu‘uola Hula Festival.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

To sustain and expand activities beyond this grant period, we employ the following multifaceted approach, which continues to leverage diverse funding streams and strategic initiatives.

1. Diversified Funding Sources: We continue to seek funding through grants, corporate sponsors and individual donations. Our Board of Directors also contribute to fund development efforts.

2. Fee-for-Services Model: We capitalize on the success of our popular contracted hana no'eau workshops. Over the last two years, as businesses have re-opened, revenue from fee-for-services has increased. We've been contracted by organizations like the Royal Hawaiian Shopping Center and Lanikūhonua Cultural Institute to teach hana no‘eau workshops with their guests. Revenue from fee-for-services go directly towards funding and sustaining our programs.

3. Innovation and Recurring Revenue: We will leverage the success of our No'eau Learning Box subscription program as a recurring revenue project and actively promote and expand the subscription program to generate revenue and provide a valuable educational resource to teachers, community and visitors.

4. Financial Management and Technology Improvement: We will implement and continually refine our Financial Management Plan (FMP) and Technology Improvement Plan (TIP) which was co-developed through the Hawaii Investment Ready (HIR) accelerator.

5. Multi-Year Commitments: We will pursue multi-year commitments from key stakeholders like fee-for-services client Lanikūhonua Cultural Institute and major corporate funder Kalaeloa Partners, L.P.

On a side note, we do collect program fees, which are nominal and range from $5 to $30 depending on the dosage hours of the program. These fees do not intend to cover the costs of the program but rather to assure attendance.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Our capacity to carry out a sustainability plan beyond the grant period is rooted in our steady growth, impact approach and evolving strategies derived from listening to and addressing community concerns.

Since our inception in 2016, we have maintained a pace of growth and impact which has also led to an increase in individual donations, in-kind services, and volunteerism. This support serves as a strong foundation, providing resources beyond monetary contributions.

In times of reduced cash flow, we can leverage community assets, including our ¼ acre campus, 15-passenger vans, dedicated Board of Directors, knowledgeable staff, committed volunteers, and strong partnerships. Assets like the campus and vans enhance program delivery and outreach, while partnerships extend our reach.

Three years ago we created a Youth Data Working Group with six partner organizations for the purpose of improving and refining our practices in measuring the success of indigenous youth. This working group, which we refer to as a Community of Practice demonstrates our commitment to evaluation. Quarterly meetings with our partners sharpen our evaluation, analytic and data collection methods. These data-driven insights contribute to our organization's ability to adapt and innovate.

Over 30 partnerships and $40,000 in in-kind services annually enhance our operational capacity. These diverse partnerships provide additional resources and avenues for program delivery and community engagement.

Our focus on innovation, diverse community outreach, and valuable beneficiary experiences remains pivotal. Continued program innovation ensures relevance, while community outreach enhances visibility and support.

A strong social media following and interactive YouTube page provide platforms for community engagement, awareness, and fundraising.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Ulu A'e Project CT-DCS-2500069
   Grant Period: 10/1/24 – 9/30/25 Grant Amount: $150,000
   Grant Purpose: Children- Out-of-School Programs
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #: Ulu A'e Project CT-DCS-2300060
   Grant Period: 10/1/22 - 09/30/23 Grant Amount: $199,937
   Grant Purpose: Children- Out-of-School Programs
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services

3. Grant Activity Name & Contract #:
   Grant Period: Grant Amount:
   Grant Purpose:
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Our project aligns with the Age-Friendly Honolulu initiative by providing opportunities for residents of all ages to actively participate in our stewardship days at Pu'uokapolei and in our 'Ike Ku'una Workshops in Hawaiian practices like lei making and lauhana weaving. Currently a group of 8 kūpuna join us weekly at Pu'uokapolei to care for the garden and remove debris and invasives. When we thank them for coming out every week, they express that they find the work rewarding and appreciate being part of the efforts to revitalize a historic, cultural site.

We also hold lauhala preparation and lei making workshops both at our learning center and at Pu'uokapolei. These workshops give space to intergeneration sharing as kūpuna and our youth make lei and soften lauhala together while telling stories and sharing life experiences.

Stewardship days and workshops are posted on our website and social media. Residents of all ages come out to join us. It is through word of mouth, though, that many kūpuna learn of our offerings.

Proposal 164

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	United Cerebral Palsy Association of Hawaii
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	United Cerebral Palsy Education and Outreach Program

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

United Cerebral Palsy Association (UCPA) of Hawaii is a 501(c)(3) nonprofit organization established in the Territory of Hawaii in 1959. UCPA of Hawaii is part of a national group of affiliates that provides services, conducts public and professional educational programs, and performs outreach to positively affect the lives of children and adults with cerebral palsy or similar disabilities.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

UCPA of Hawaii supports life without limits and a world of inclusion for those with cerebral palsy and similar physical, mental, and developmental disabilities. We strive to provide support for all consumers and families involved and educate the public on preventing cerebral palsy. Post-COVID, we have recognized a community need to expand our guidance and outreach for our consumers to enhance education, activities, and socialization.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

UCPA of Hawaii provides Early Childhood Intervention, annually serving approximately 300-350 children with cerebral palsy and other disabilities. The grant will enhance socialization opportunities through monthly outings and activities, quarterly educational programs, and outreach for consumer families. It will also expand our facilities to a second location serving Waikiki to Hawaii Kai.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☒ District 4 $65,000	☐ District 5 $	☐ District 6 $
☒ District 7 $65,000	☐ District 8 $	☐ District 9 $

Total Amount Requested (must be $25,000 to $150,000)	$130,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☒ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

11/20/24
Date

Printed Name and Title: John Nishida, Executive Director

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Derek Lau
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Jonah Nishida (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Derek Lau
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 19th day of November, 2024, before me appeared Derek Lau, personally known to me, who, being by me duly sworn, did say that he/she is the President of United Cerebral Palsy of Hawaii and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said President acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii

My Commission expires: 06/24/2026

ERICA SHIGENAGA NOTARY PUBLIC No. 18-334 STATE OF HAWAII

Doc. Date: Nov. 19 2024 # Pages: 1
Name: Erica Shigenaga First Circuit
Doc. Description: Certificate of the Board of Directors

Signature 11/19/2024 Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

The United Cerebral Palsy Association (UCPA) of Hawaii serves approximately 400-450 individuals with Cerebral Palsy (CP) and other disabilities with similar service needs and children with developmental delays (KIDDOS).

Our staff of dedicated Early Childhood Intervention social workers, therapists, and administrators work closely with over 300 children and their families to mentor and systematically plan, execute, and evaluate the KIDDOS.

Studies have shown that people with disabilities suffered the greatest during the COVID-19 pandemic as they were sequestered away from the public. Even today, post-COVID, these consumers still have not been able to get back into the community and interact with the public. In addition, their families need to interact with other families with similar conditions to discuss issues and educate themselves.

Our Outreach Manager is committed to delivering education, family support, and respite care while organizing outings and events for children and adults with disabilities and their families. We host these events once a month, featuring family support groups, expert guest speakers for their fields, and recreational activities for seasonal celebrations like Easter, Halloween, and Christmas. Consumers and their families seek opportunities to socialize with others to learn firsthand about programs that can enhance support and improvements for individuals with disabilities. Bringing families together allows parents time to relax, share information, provide support challenges, and have the opportunity to talk with others who understand their situation of caring for a loved one with a disability or learning delay.

In April 2025, UCPA of Hawaii's East team will move to our new offices at 845 22nd Ave in the Salvation Army Family Treatment Services building. Situated in Kaimuki, this location enables us to reach our core families and KIDDOS more effectively. Our focus area extends from East Waikiki to Hawaii Kai.

Part of the strategic plan for our office move was to obtain a convenient location for our consumers and their families. The COVID-19 pandemic and Dillingham rail construction caused UCPA to suspend its "In-house" programming. Families can now easily come to our office and participate in programming hosted by our staff and social workers. In addition to our 420 Waiakamilo office, our 22nd Ave location will provide ample space to accommodate our staff and provide the space needed to serve our consumers. The increased space allows us to continue our "In-person" events maximizing the programs we host and multiplying the number of consumers we serve.

UCPA's impact will be to reinvigorate our education and social outreach programs for families with disabilities and expand outreach through outings and partnerships with other nonprofits on Oahu. Our goal is NOT to charge any direct cost to consumer families for these services and support regardless of family income.

UCPA has dedicated events and partnerships with other nonprofits to introduce individuals with CP or other disabilities to others within the community. We will host "In-house and In-person" events to celebrate the holidays and reinstate our "Dinner Club" encouraging consumers with CP to dine out with others with CP or other disabilities and socialize. Fundraising will cover the cost of the food/dining, we require support for organizational and operational staff. Our partnerships with ESPN Honolulu grant attendance to University of Hawaii sporting events and Access Surf provides attendance to their events.

The Early Childhood Intervention Program Part C of the Hawaii Department of Health is a key partner in UCPA's largest program. Together we work with 300-350 children annually. Our social workers and therapists coordinate with families to provide case management, evaluation, and mentorship to establish learning goals for each child. Assistive Technology (AT) devices are proven to improve the functional capabilities of children with disabilities. Unfortunately, the State of Hawaii Early Childhood Intervention contract does not allow for the purchase or reimbursement of AT devices. Presently, UCPA purchases and provides AT devices at its own expense at no charge to the client. This grant will enable UCPA to purchase AT devices for KIDDOS, as identified by social workers, to support their developmental needs. Some examples of AT devices include wheelchairs, augmentative communication devices, computer equipment, hearing aids, and other equipment determined by our social workers and therapists.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem/need. *(3,000 character count limit)*

UCPA is seeking to expand its services to approximately 400 consumers with CP and other disabilities who have similar service needs. The grant will address the needs of individuals with disabilities, particularly in Waikiki, Palolo, and Hawaii Kai.

We plan to reinvigorate our education and social outreach programs for consumers and families with disabilities through outings and partnerships. Post-COVID individuals with disabilities and their families need to socialize and interact in person. Our new offices are designed with dedicated spaces for in-house/in-person gatherings to host seminars, holiday events, and playdates for families and our KIDDOS.

UCPA prioritizes enhancing services to our Early Childhood Intervention Program by providing AT devices to children, supporting their learning, and helping their families improve their day-to-day routines. AT devices have been proven to improve the functional capabilities of KIDDOS. Presently, UCPA provides devices at NO CHARGE and has been successful with those that utilize the program.

Last year, UCPA was fortunate to receive a $120,000 grant, which enabled us to provide AT devices to our consumers. Our goal is to meet the needs of the Oahu community with cerebral palsy and other disabilities. With this grant, we would be able to provide support to the community with disabilities.

Post-COVID our 300-350 consumers with cerebral palsy and other learning disabilities have not been fully engaged and openly exposed to in-person programs such as social gatherings and educational seminars. This grant will allow us to provide staffing, supplies, and a facility to get these consumers back to in-house and in-person events. Additionally, it will enable their families to learn, enjoy, and collaborate with other families and our social worker staff.

Our Assistive Technology program allows children in our Early Childhood Intervention Program to utilize learning devices to assist them in day-to-day tasks. UCPA purchases these devices and loans them to families on a short-term trial/demonstration period, typically 90 days. If the AT device successfully improves a child's learning, UCPA provides the device to the consumer at no cost. UCPA sees a growing need for more devices to increase the number of children we can have a greater impact on. Funding has been historically through UCPA fundraising however, we are looking to expand the program with grant funding.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate-income areas.

The outcome is that UCPA can better serve 400-450 consumers and their families. Our service areas are Downtown to Aloha Stadium and Waikiki to Hawaii Kai. We are focused on serving children with disabilities, especially families in low- to moderate-income areas such as; Kalihi, Downtown, and Palolo. We measure our success by the 25-30 KIDDOS we serve per month.

Expanding our in-person and in-house meeting space will offer improved opportunities for socialization, education, and family respite for our consumers and their families. Our strategic plan for both offices is to host monthly gatherings of children and families to enhance learning and socialization. In addition, we plan to host quarterly educational and holiday events where entire families can learn together and enjoy each other's company. We measure our success by hosting monthly gatherings and quarterly educational seminars or social activities.

Besides the number of gatherings and events and the number of children and adults we serve, our requested grant will be measured by the number of Assisted Technology pieces of equipment we loan and give out to children with developmental disabilities. Our loan program provides AT devices on a short-term loan basis for demonstration and trial, however after 90 days, and with successful use of a device, UCPA presently gifts the device to the child and family. We aim to maximize the loan

program to impact as many children and families as possible. We feel that the number is anywhere from two to three per month. We presently measure the success by the number of devices on loan. However, with additional funding, we can increase the number of devices and the number of KIDDOS we help.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Our "Action Plan" is as follows:

We will expand our outreach with a second location, we will transform the new 22nd Ave office into a Community Center equipped with audiovisual resources, seating, a children's play area, and a library of assistive learning devices. We plan to develop the space into a professional learning environment for families and consumers. We are excited to establish the offices and create a Community Center with the additional square footage. Along with developing our new 22nd Ave office, we will continue to grow our program in the Waiakamilo office.

Our next step is to invite the 400-450 consumers from our Early Childhood Intervention and Cerebral Palsy programs to an Open House, where they can explore and experience our new facility. We hope this event will generate excitement among consumers and encourage greater participation in in-house and in-person activities.

We have already initiated inviting families and children to our offices to experience greater learning and exposure to our social workers and therapists. We will initiate intimate family educational and playday sessions for our consumers monthly. In addition, we will host quarterly sessions with guest speakers and provide family experiences for the children and parents. Respite meetings and socialization sessions with families are all part of our education and socialization initiative.

The new offices also provide for evening and weekend events as our past offices on Kuwili Street did not allow for any events due to the large homeless population. We are excited to have a plan to again interact in-person and in-house with our consumers and their families. Post-COVID, our consumers truly need interaction and socialization.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The budget for this project has been carefully allocated to ensure that all critical needs are met for the initial setup and ongoing operations. The total $130,000 will be used across eight key categories: salaries, moving expenses, Assisted Technology devices, office repairs, office supplies, community supplies/parking, establishing the office infrastructure (phone and Wi-Fi), and new furniture. Below is a breakdown of the allocation and justification for each expense category:

1. Salaries ($65,000):
   $65,000 has been allocated to cover the salaries of key personnel involved in this project. This amount will cover the compensation for staff, including administrative and technical support, for the duration of the project. The

salaries are critical to ensure the team is adequately compensated for their time and expertise in executing project tasks.

2. Moving Company ($5,000):
   A budget of $5,000 has been set aside for the moving company services. This will cover the cost of transporting office furniture, equipment, and other materials to the new office space. The moving company will ensure that all items are safely and efficiently relocated, minimizing downtime and disruptions to operations.

3. Assisted Technology devices ($5,000):
   A total of $5,000 has been allocated for the purchase of AT devices. This will include iPads to be given out to designated individuals with disabilities to improve their daily lives. We want to be able to give the AT devices to our consumers for no charge.

4. Office Repairs ($30,000):
   A significant portion of the budget has been earmarked for office repairs. This includes any necessary interior renovations, painting, and general upkeep to ensure the office space is safe, functional, and conducive to a productive work environment. The repairs will not address any structural improvements but rather work only on aesthetics needed to support operations.

5. Office Supplies ($1,000):
   $1,000 has been allocated for the purchase of office supplies. This includes essential items such as paper, pens, folders, and other general office supplies required for day-to-day operations. These supplies are necessary to ensure that the office runs smoothly, and staff can perform their tasks efficiently. We will not be utilizing the grant money for food, beverages, or unnecessary giveaway items.

6. Community Supplies/Parking ($1,000):
   Each month, we host community gatherings for our kids and their families. A portion of our budget will be allocated to support these events, covering the cost of arts and crafts supplies, activities, and special treats for the children. Additionally, this budget will help cover parking expenses for both our families and staff.

7. Establishing the Office Infrastructure ($10,000):
   A total of $10,000 has been allocated for the installation of phone and Wi-Fi services. This includes the costs of setting up a robust telecommunications infrastructure to support communication and internet connectivity within the office. The installation will ensure that the office has reliable access to phone lines and high-speed internet, which are essential for communication and productivity.

8. New Furniture ($13,000):
   Some furniture will be moved to the new office from our current office. Furniture for private offices, meeting rooms, and for general purpose will need to be purchased. The furniture will be needed to ensure the comfortability of our staff.

This budget allocation ensures that all necessary expenses are covered for a successful office setup and the efficient operation of the project. Each category has been carefully considered to meet both the office's and its staff's short-term and long-term needs.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

UCPA's East team is scheduled to relocate to the 22nd Avenue office in April 2025. All moving activities and renovations will commence at the beginning of 2025, with the goal of completing the project prior to the team's move-in date. Once the office space is fully renovated and operational, the East team will be able to operate at full capacity.

- Our team conducts daily, in-person meetings with approximately 125-150 children enrolled in our Early Childhood Intervention program. The new office space will enhance accessibility and provide families with convenient alternatives to meet on-site with our social workers, ensuring a more seamless and supportive experience for children and their families.

- Every other month, we facilitate socialization programs for individuals with cerebral palsy and other disabilities who have similar service needs. These programs include KIDDO playgroups, educational seminars, family gatherings, and playdates for children. Our Community Center will serve as a central hub for these activities, providing a welcoming and accessible space for meetings, events, and social interactions for all participants and their families.

- Quarterly, we will host larger gatherings including educational seminars for families, as well as holiday events designed to foster family and social support networks. These gatherings will focus on providing family respite care and support. Our goal is to create opportunities for families to connect, share experiences, and access valuable resources that strengthen their support systems.

- With the additional funding, we will continue our Assistive Technology Loan Program. We estimate that, monthly, we will loan and ultimately provide an iPad free of charge to children and adults with disabilities. This initiative will enhance access to technology that supports learning, communication, and daily activities, empowering individuals with disabilities and promoting greater independence and inclusion.

UCPA's East team will relocate to the 22nd Avenue office in April 2025, with all moving and renovation activities set to begin early in the year and be completed before the move-in. The new office will improve accessibility and allow families to more easily meet with social workers, supporting the daily in-person meetings with 125-150 children in the Early Childhood Intervention program. With the addition of our new office on 22nd Ave, alongside our Waiakamilo location, we will have two Community Centers that serve as central hubs for socialization programs, educational seminars, family gatherings, and playdates. These centers will provide a supportive space for individuals with disabilities and their families to connect, learn, and grow together. Additionally, the expanded Assistive Technology Loan Program will provide

iPads free monthly to enhance communication, learning, and daily activities for individuals with disabilities, promoting greater independence and inclusion.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

The United Cerebral Palsy Association (UCPA) of Hawaii was established in 1959 under the Territory of Hawaii. UCPA has been a State of Hawaii contractor responsible for Early Childhood Intervention Services for the Department of Health since 1997. We have completed all the contract requirements with the State of Hawaii and remain in "Good Standing" with the State of Hawaii Attorney General's Office.

As stated, our Department of Health contract has been in existence since 1997. In addition to the Early Childhood Intervention Program, UCPA operated the MAC (Multi-Agency Community) Plus Recreation Program and an outreach program servicing over 300 consumers and their families. These programs assisted consumers with participation in martial arts classes, sporting events, dinners, and other entertainment outings, as well as educational opportunities as they arose.

The addition of our new 22nd Ave office, along with our existing Waiakamilo location, and the launch of the Community Center will significantly enhance our ability to expand the number of individuals we serve. This growth will also strengthen our connections with their families. We are excited to host more meetings, seminars, and social gatherings both in-house and in person, providing valuable opportunities for connection and support.

The Grant will help us build upon our existing programs to help our 400+ consumers and their families. Socialization, Outreach, event attendance, family respite, and more will help families cope with children with disabilities. UCPA of Hawaii has executed these programs in the past very successfully and with the move to our new offices and post-COVID, we are enthusiastic about expanding our consumer base and helping the community we serve.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

UCPA has a well-established Board of Directors and very long-term tenured staff. The Board of Directors represents over 100+ years of volunteer service to UCPA. In regard to our long-term employees, two have been with us for over 30 years and

another over 40 years. The entire staff is a very dedicated team of social workers, therapists, clerical, and support staff with an average tenure of eight years. They are committed to serving the cerebral palsy community and others with disabilities.

With our new offices at 845 22nd Ave, along with our existing Waiakamilo location, our team will be able to more efficiently serve our consumers and offer increased programming opportunities for both individuals and their families. Both spaces provide a safer, more secure environment for in-person events and meetings, ensuring that our consumers can engage with confidence and comfort at both locations.

In terms of funding, our largest source of funds is from the State of Hawaii, Department of Health contract. As stated, we have held our Early Childhood Intervention contract since 1997. Other funding sources are three major fundraisers that have been in existence for many years. Our largest, the Great Hawaii Rubber Duckie Race will celebrate its 36th year in 2025, The Great Waikoloa Duck Race is in its 26th year and our annual Golf Tournament has been in existence since 1998. All three fundraisers continue to grow in revenue and dividends.

Lastly, UCPA has a contract with Savers to collect used clothing and sell used clothing on the open market. We are the largest collector of used clothing in Hawaii. Overall, our funding is diverse and provides consistent cash flow. We were fortunate to receive a grant in kind for the year 2024/2025 to assist us with moving and outfitting our new offices. The grant in kind 2025/2026 will allow us to grow our programs and increase the number of consumers we connect with daily.

We intend to expand the number of consumers we serve, post-COVID, enhance consumer socialization assist families with educational/ respite gatherings, and grow our Assisted Technology loan program to help more children with disabilities and or learning delays. In addition, we will continue to operate our existing programs and expand our capacity with the State of Hawaii Early Intervention Services contract. Our fundraisers and other sources of income allows us flexibility to operate and seek to expand our service to the community.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

UCPA is capable of sustaining daily operations and meeting the needs of our 400-450 consumers. The grant requested will allow us to grow the frequency and the consistency with which we can educate and reach out to our consumers and families. Working with children with disabilities requires greater frequency to make a difference. In addition, because of the increased programming, we are looking to increase the overall number of consumers we serve.

The initiative of the grant is to provide UCPA the time and staffing to truly establish our Community Center as a gathering place for in-house and in-person meetings and social gatherings. The grant will allow us the time to develop the space and the programs that best suit the needs of our consumers. Once established, we will manage our expenses to revenues to the operations to sustain the program.

Regarding the Assisted Technology Loan Program, the additional grant funding will allow UCPA to help more families. We are clear that AT devices provide the staff with greater capabilities to help children with developmental delays. Our contract with the State Department of Health does not provide reimbursement for AT devices. UCPA has been providing these devices on a limited basis, however with the additional funding we will be able to provide AT devices to more children and positively affect their lives and the quality of life for their families.

UCPA is committed to serving our consumers. The Grant will help us build a bigger program and serve more families. However, post-grant, we will continue the programs yet will be required to manage the number of people we serve based on fundraising and other sources of income.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

As stated earlier, the grant will help UCPA kick start two programs that are vital to assisting children and adults with cerebral palsy and other disabilities with similar service needs. The key is our chosen targeted demographic in the heart of our community. We target the geographic areas of Waikiki, Palolo, and Hawaii Kai.

Our new office location will provide families with an easy, accessible location to meet, learn, and socialize with other families with similar challenges. Families will enjoy respite, help, and socialization with other families with similar needs and challenges. As we develop our UCPA Community Center, it will be a welcoming place for children to socialize, parents to meet, and consumers to learn about overcoming some of life's challenges. This will also include expanding our Assisted Technology device program.

Post-grant, we look to have the programs well-established and operational. We will continue to serve the community and the families. However, after the grant period, we will continue to match our income with expenses and manage our programs to ensure their continued success based on what can be afforded.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: United Cerebral Palsy Association (UCPA) of Hawaii, #CT-DCS-2400064
   Grant Period: 2023 Grant Amount: $150,000
   Grant Purpose: Relocation and Renovation of New Offices
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #: United Cerebral Palsy Association (UCPA) of Hawaii, # CT-DCS-2500070
   Grant Period: 2024 Grant Amount: $120,000
   Grant Purpose: Education and Outreach Program
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	The Wahiawā Center for Community Health (dba. "Wahiawā Health")
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Waialua Mental Health and Substance Use Disorder Services

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

In 2011,the late Senator Dan Inouye advocated for access to healthcare in Central Oahu. Wahiawā Health (WH) is one of six legacy projects established in his honor.In 2017,WH received official designation as a Federally Qualified Health Center Look-Alike,serving Wahiawā,Waialua,Kunia,and Mililani.WH provides access to affordable,quality health and wellness services to promote a healthy community.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Waialua and its surrounding areas—Mokuleia, Dillingham Airfield, and Ka'ena Point—urgently need mental health, substance use disorder services, social work, and care coordination. Residents face stigma, transportation barriers, and financial challenges, leading to untreated mental health issues and worsening health. Expanding these services promotes a healthier, more resilient community.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The program will conduct at least 200 screenings to assess anxiety, depression, substance use disorders, other mental health conditions, and social determinants of health. Service utilization will be monitored by tracking the number of individuals accessing mental health services, social work and case management, as well as requests for translation, transportation, and financial assistance

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☒ District 2 $150,000.00	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $	☐ District 8 $	☐ District 9 $

Total Amount Requested (must be $25,000 to $150,000)	$150,000.00

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☒ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Beverly Harbin, CEO

November 15, 2024

Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Jay Raymundo
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Beverly Harbin (name), Chief Executive Officer (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Jay Raymundo
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 13th day of November, 2024, before me appeared Jay Raymundo, personally known to me, who, being by me duly sworn, did say that he/she is the President of The Wahiawa Center for Community Health and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said he acknowledged said instrument to be the free act and deed of said corporation.

SUNNY J. RAGUIRAG NOTARY PUBLIC No. 10-241 STATE OF HAWAII

Notary Public, State of Hawaii SUNNY J. RAGUIRAG

My Commission expires: August 01, 2026

SUNNY J. RAGUIRAG NOTARY PUBLIC No. 10-241 STATE OF HAWAII

Doc. Date: 11/13/2024 # Pages 1
Name: Sunny J. Raguirag 1st Circuit
Doc. Description: Certificate of the Board of Directors No Obligations in Arrears

Signature 11/13/2024 Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Wahiawa Health is located at 302 California Avenue in Wahiawa. The health center's service area represents zip codes associated with the towns of Wahiawa (96786), Mililani (96789), and Waialua (96791). This area harbors a total population of 105,301 residents, 19.5% of whom live at or below 200% of FPG, establishing a target population of 20,604 low-income residents[1]. Research has clearly demonstrated a connection between lower socioeconomic status and mental health issues, including anxiety, depression, and substance abuse. This relationship is explained by the stress theory, which posits, that personal resources—such as coping strategies, self-esteem, and a sense of control—can help alleviate the effects of stress on depression. Those with higher socioeconomic status typically have greater access to these resources. In contrast, individuals from lower socioeconomic backgrounds often lack the tools and support needed to manage their mental well-being. Ultimately, the stress theory highlights the complex interactions between personal attributes and external factors in influencing health and well-being. This theory highlights the impact of external factors, like healthcare access and cultural beliefs, on community well-being, health behaviors and attitudes toward seeking help[2].

In 2024, Wahiawa Health conducted multiple community needs assessments and focus groups involving farmers, school teachers and school administrators. A key finding was the widespread need for mental health services. Many participants cited affordability as a barrier, while others struggled with transportation issues or simply did not know where to seek help. One farmer shared his experience with seeking help for mental health services, he tried to schedule an appointment, only to be turned away after he could not pay the full fee upfront. Even though he had insurance, he would have to pay for the entire cost of the visit first. He would have to seek reimbursement from his insurance for the visit. This farmer's story is not an uncommon problem. According to the National Alliance on Mental Illness (NAMI)[3], people in Hawai'i are more than 1.5 times more likely to be forced out of network for mental health care than primary care. This makes it very difficult to find affordable care due to higher out of pocket expenses. Unaddressed mental health and substance use disorders in our diverse and underserved communities can have profound and far-reaching impacts. Without access to mental health care services, individuals may experience worsened psychological conditions, leading to higher rates of anxiety, depression, and other mental illnesses. This can also exacerbate physical health problems, as mental health is closely linked to overall well-being. Additionally, In the absence of adequate mental health support, individuals may turn to substances as a coping mechanism, leading to a cycle of addiction that further complicates

[1] Health Care Center Program Geocare Navigator Map Data by Geography. Accessed September 24, 2024

[2] Mossakowski, K. N. (2014). Stress and mental illness. *Wiley Blackwell Encyclopedia of Health, Illness, Behavior, and Society*. https://doi.org/10.1002/9781118410868.wbehibs358

3Davenport, S., Gray, T. J., & Melek, S. P. (2019). *Addiction and mental health vs. physical health: Widening disparities in network use and provider reimbursement (Rep.).* Milliman. https://www.milliman.com/en/insight/addiction-and-mental-health-vs-physical-health-widening-disparities-in-network-use-and-p

their mental health needs. Untreated mental health and substance use issues can further hinder an individuals' ability to work or pursue education, resulting in lost income and increased economic instability for families. Children growing up in homes affected by untreated mental health issues and substance use may face trauma, leading to a cycle of mental health challenges that persists across generations. Stigma surrounding mental health and substance use can lead to social withdrawal, making it difficult for individuals to build relationships. Addressing these challenges through accessible mental health and substance use services is crucial for fostering a healthier, more resilient community.

To reach the underserved population of Waialua, Mokuleia, Dillingham Airfield, and Ka'ena Point, Wahiawa Health is expanding our services to 67-292 Goodale Avenue in Wailua. This clinic sits in the town's shopping center, next to the Waialua Community Center Senior Day Care, less than a mile away from Waialua Elementary School, the public library, public swimming pool and the town's main church -Saint Michaels. The clinic is also ideally located close to homes and apartments, with approximately 4,000 residents in Waialua town. The new Waialua Clinic will offer a broad range of on-site services, including Family Medicine, Geriatrics, Psychiatric and Behavioral Health care medication management, Substance Use Disorder Services, care coordination, and case management.

Dr. Ku'ulei Naahi'elua, Ph.D., APRN-Rx, BC-ADM, PMHNP-BC, a Native Hawaiian resident of Waialua stated, "As a psychiatric and diabetic specialist working at Wahiawa Health, I understand the importance of access to care. Many patients miss appointments or are not seen regularly as recommended due to the logistical challenges of living in a rural area. The new clinic will be instrumental in enhancing access to quality healthcare in Waialua."

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Wahiawā Health's grant activity addresses a critical need for mental health services identified in our community needs assessment. This program seeks to close the care gap by offering culturally sensitive mental health and substance use disorder services to children, adolescents, families, and seniors who face challenges such as social determinants of health, stigma, and limited awareness of available mental health resources. With a multidisciplinary integrated care team—including primary care providers, geriatrician, psychiatric APRNs, psychologists, social worker, care coordinator, and community health workers—we will offer mental health, substance use and social determinants of health screenings, assistance, treatment and support. The program also includes regular outreach events, partnerships with local organizations, and accessible services like walk-in appointments and telehealth counseling to increase accessibility and reduce barriers to care.

Key Components:

1. Culturally Competent Care:

- Cultural Training: Ongoing training for all team members in cultural humility, awareness of social determinants of health, and trauma-informed care practices.
- Language Services: Translation services will be provided to eliminate language barriers, ensuring effective communication.

2. All patients, whether seen in person or through telehealth appointments, will receive patient-centered care through the Integrated Team Approach. This integrated team is comprised of:

A. Psychologists - provide evidence-based therapy, offering both individual and group sessions tailored to client needs, fostering personal growth, and helping with coping strategies for behavioral health issues.
B. Psychiatric APRNs- assess and manage medication, adjusting prescriptions as needed to ensure treatment effectiveness. Together, they collaborate to address both psychological and pharmacological aspects of care.
C. Primary care providers and geriatrician -conduct routine mental health screenings, identifying issues early and ensuring timely interventions and referrals.
D. Enabling Services Team: Social Workers- provide emotional support, counseling, and crisis intervention to individuals and families, connecting them to vital services like housing, healthcare, and mental health programs. They educate patients on available resources and coping strategies. **Care Coordinators**- assist clients with navigating healthcare systems, scheduling appointments, arranging transportation, and ensuring follow-up care. **Community Health Workers (CHWs)**- offer outreach, education, and support within the community, helping individuals access services, complete insurance and financial assistance applications, and build trust with the clinic to ensure no one is turned away due to cost.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. ***(3,000 character count limit)***

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The Program will serve a minimum of 200 children, adolescents, adults and seniors. Measurable outcomes include:

1. Increased Awareness of Mental Health Services and Substance Use Disorder Services:
Measurement: Percentage increase in community awareness of available mental health services, measured through surveys or pre-and post-event assessments. The survey will take place during community outreach events and community health resource fairs.

2.Mental Health, Substance Use Disorder. Social Determinants of Health Screenings:
Measurement: A minimum of 200 screenings will be completed to assess anxiety, depression, substance disorder, other mental health conditions and social determinants of health.

3. Service Utilization Measurement: Number of patients accessing mental health services, number of patients accessing social work and case management services, number of translation requests, type of language translation request, number of transportation requests, number of financial assistance request.
4. Engagement in Educational Programs:
Attendance rates at community education events about mental health and Substance Use Disorder Education.
Language Assistance: Translate mental health education and program information on brochures, websites and other forms of communication in four languages.
Barriers to Access:

We will measure any barriers patients face when trying to access services, such as availability of transportation, language barriers, or long wait times.

These outcomes align with the goals and priorities of the City and County's GIA fund. The program offers screening, education, outreach, and support for children, adolescents, adults, and seniors to ensure access to mental health and substance use disorder services.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. ***(3,000 character count limit)***

Establish Integrated Care Team

1. **Responsible**: Program Manager
2. **Timeline**: Oct 2025- Nov 2026
3. **Actions**: Train multidisciplinary team members, including psychologists, psychiatric APRNs, social worker/case manager, primary care providers, geriatricians, care coordinators, and CHWs.
4. **Measure**: Full team operational by November 2025
5. **Outcome**: A collaborative coordinated care team.

Cultural Competency Training

1. **Responsible**: Program Manager
2. **Timeline**: Oct 2025 and ongoing
3. **Actions**: Implement ongoing cultural humility, social determinants of health, and trauma-informed care training for staff.
4. **Measure**: All team members complete training.
5. **Outcome**: Improved cultural sensitivity and patient-provider rapport.

Develop Informational Materials

1. **Responsible: Program** Manager and Marketing Team
2. **Timeline**: Oct 2025-Jan 2026
3. **Actions**: Create brochures and online resources about services, including walk-ins and telehealth.
4. **Measure**: 300 materials distributed within 6 months.
5. **Outcome**: Increased awareness of services and greater patient utilization.

Increase Community Outreach and Engagement

1. **Responsible**: Program Manager, Care Coordinator, Social Worker, CHW
2. **Timeline**: Quarterly
3. **Actions**: Host events on mental health, substance use, and stigma reduction in collaboration with local faith-based organizations, schools, and businesses.
4. **Measure**: One event held quarterly with 50+ participants per event.
5. **Outcome**: Increased awareness and reduced stigma around mental health

Regular Team Meetings for Mental Health Screenings, Appointments, Referrals and Care Coordination

1. **Responsible**: Program Manager, Social Worker, Care Coordinator, CHW
2. **Timeline**: Bi-monthly
3. **Actions**: Hold case review meetings to ensure consistent care and follow-up.
4. **Measure**: Bi-weekly meetings held, with cases discussed and updated.

Outcome: Seamless coordination of services across disciplines.

Social Determinants of Health Services

1. **Actions**: Provide translation services for non-English-speaking patients, Assist with Insurance, Sliding Scale Applications, Financial Assistance, Housing Applications
2. **Responsible**: Social Worker, CHW, Care Coordinator

3. **Timeline**: Oct 2025 - September 2026
4. **Measure**: Provide assistance to 100% of patients.
5. **Outcome**: Effective communication, ensuring better patient engagement and care. No patient turned away due to financial barriers

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

Funding will be used to hire a Care Coordinator and a Social Worker. Integrating these positions into the program is crucial for ensuring comprehensive, seamless, and effective care for individuals facing mental health, substance use disorder challenges and social determinants of health. The care coordinator plays a vital role in helping clients navigate the often-complex healthcare system. They assist with scheduling appointments, providing transportation, and ensuring follow-up on treatment plans, which is essential for maintaining continuity of care. By bridging gaps between clients and various healthcare providers, the care coordinator helps ensure that patients do not fall through the cracks and that they are supported throughout their treatment journey. Similarly, the social worker brings critical expertise in emotional support and crisis management. They help individuals and families navigate difficult circumstances, such as mental health challenges, substance use issues, and social determinants of health like housing instability. Social workers connect patients to vital community resources, offer counseling, and provide safety planning in crises. Their role is especially important in ensuring that patients have the social and emotional support necessary to achieve lasting outcomes. Together, the care coordinator and social worker complement the roles of psychologists, psychiatric APRNs, primary care providers, geriatrician and community health workers, creating a truly integrated, holistic approach to care. This integrated team is not only equipped to address the psychological and pharmacological aspects of mental health but also the social determinants of health that can significantly impact a patient's well-being.

Additionally, the funding will support a continuous marketing campaign to develop brochures and online resources about mental health services, including walk-in and telehealth options. These materials will be translated into multiple languages, and registration forms will also be available in various languages to promote health equity.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. ***(3,000 character count limit)***

Oct 2025: Hire a Licensed Clinical Social Worker or Medical Social Worker/ Case Manager and a Care Coordinator. We will begin the hiring process before this grant period starts giving us plenty of time to select the right candidate. This employee's start date would be 10/1/2025.

Oct 2025-Feb 2026: Monthly Marketing Campaign: Community organizer and marketing team will create brochures and online resources about services, including walk-ins and telehealth. All materials will be translated into multiple languages to increase health equity. Brochures and clinic information will be mailed out to residents and displayed at local business to inform the public about our program.

Oct 2025-Sept 2026: Implement ongoing cultural humility, social determinants of health, and trauma-informed care training for staff.

Nov 25 – Sept 2026- Host a minimum of three events on mental health, substance use, and stigma reduction in collaboration with local faith-based organizations, schools, and businesses.

Oct 2025- Sept 2026: A minimum of 200 children, adolescents, adults and seniors will be screened for anxiety, depression and other mental health conditions.
Oct 2025- Sept 2026: A minimum of 200 children, adolescents, adults and seniors will be screened for social determinants of health (e.g. transportation, translation, insurance application or financial assistance).
Oct 2025- Sept 2026: A minimum of 100 children, adolescents, adults and seniors identified for anxiety, depression and other mental health conditions will receive services from our integrated mental care team.
Oct 2025- Sept 2026: A minimum of 100 children, adolescents, adults and seniors identified for social determinants of health (e.g. transportation, translation, insurance application or financial assistance) will receive assistance from our care coordinator, social worker or CHW.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. ***(3,000 character count limit)***

We provide award-winning services at Wahiawā Health. In 2022, in collaboration with our pharmacists, community health workers, population health coordinator and medical team, WH was awarded the Innovations in Care Award from the BD Helping Healthy Communities Program. We have created an integrated care team and care model to address chronic disease within our Native Hawaiian, Asian and Pacific Islander communities. The Health Resources & Services Administration (HRSA) awarded Wahiawā Health two Community Health Quality Recognition (CHQR) badges, recognizing us for making notable quality improvement achievements in the areas of access, quality, and health equity, during 2023. We are proud to have received the Health Disparities Reducer Award for improving low birth weight, hypertension control and uncontrolled diabetes among ethnic groups, and the Access Enhancer Award for increasing our mental health, substance use disorder or enabling services. Our current grant programs include, Tobacco Cessation and Education (Year 3), Vaping Prevention and Education Program for children, adolescents and their families (Year 2) and School Based Health Care at Ka'ala Elementary (Year 2).

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).
Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. ***(3,000 character count limit)***

Successfully achieving the proposed outcomes for the mental health and substance use disorder program—such as increasing community awareness, providing screenings, improving service utilization, engaging in community outreach educational programs, and ensuring access through language assistance—requires the following structured, multi-faceted approach:

Staffing
We will hire a Licensed Clinical Social Worker/ Case Manager and a Care Coordinator to join our team of primary care providers, Geriatrician, psychiatric APRNs, psychologists and Licensed Mental Health Counselor and Community Health Worker. The care coordinator and

Licensed Clinical Social Worker will be essential to managing complex cases, assisting patients in accessing services, and ensuring they remain engaged in their care. The new team members will help link individuals to the appropriate mental health services, coordinate follow-up care, and provide ongoing support, which is essential for achieving better health outcomes. These roles will also be critical in engaging with the community through outreach and education.

Administrative and Operational Support:

We currently have administrative staff responsible for managing scheduling, credentialing, billing, and insurance verification. In addition, we employ a dedicated community organizer who oversees marketing and outreach initiatives, including organizing community events, distributing educational materials, and managing the program's digital presence (e.g., website, social media). We utilize patient engagement tools such as Phreesia and Qualtrics to send out surveys and health appointment reminders. Additionally, we use AZARA, a population health software to help improve the quality of care, reduce costs, and help identify and address health disparities.

Management and Oversight of Grant Programs

Our team includes the Chief Operations Officer, Chief Compliance Officer and Clinic Operations Manager, who collaborate closely with the Chief Medical Officer and CEO to ensure that all grant programs and initiatives are fully aligned with Wahiawa Health's mission and objectives.

Program Evaluation

We have an EMR specialist who is trained to implement a comprehensive system for tracking and evaluating program outcomes, ensuring that the program remains on course and continually improves. Key outcomes include data collection on service utilization, measures of success (e.g., improvements in mental health, engagement with community health services), and patient satisfaction surveys. Program staff will also receive training in data collection, performance metrics, and regular evaluations to assess progress and adjust strategies as necessary.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

The program is designed to be sustainable after the initial grant period through billable visits and services provided by the clinical psychologist, psychiatric APRN, Licensed Clinical Social Workers/Case Manager and care coordination services. These professionals can bill for a range of clinical services, including psychiatric evaluations, individual therapy, group therapy, family counseling, and medication management, all of which are reimbursed through insurance providers such as Medicaid, Medicare, and private insurers. Additionally, the care coordination component allows for billing for non-face-to-face services such as case management, chronic care management, and transitional care management, ensuring that patients with complex mental health or substance use disorders receive comprehensive, coordinated care across multiple providers. By leveraging these billable services, the program creates a reliable revenue stream that reduces dependence on grants, while allowing us to provide high-quality, accessible mental health and substance use disorder services to the community over the long term. This financial model enables the program to maintain its operations, expand services, and improve patient outcomes, all while ensuring fiscal sustainability. We will continue to apply for grants to fund non-billable roles, such as the

community health worker, as well as to support community outreach efforts and mental health awareness initiatives through ongoing community engagement.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

As a Federally Qualified Health Center Look-Alike, we employ administrative staff, billing and credentialing specialists, operations and compliance personnel, as well as senior management to oversee the overall operations of the health center. This program will be seamlessly integrated into our existing healthcare services as part of our patient-centered medical home model. We will leverage our billable services to continue a reliable revenue stream. We will continue to seek grant funding to support non-billable positions, such as the community health worker, and to fund community outreach efforts and mental health awareness initiatives through continuous community engagement.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Malama Kupuna CT-DCS-2300061
   Grant Period: 2022-2023 Grant Amount: 199,984.00
   Grant Purpose: Historically, and more recently through the pandemic, our Kūpuna in Central O`ahu and North Shore were not intentionally sought to receive medical and support services. This program will create a new Kūpuna program to include a Geriatrician, Medical Care Coordinator, and the operational foundation to give care, intentionally and specifically, to meet medical and social needs of our Kūpuna
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services City and County of Honolulu

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☒ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Wahiawā Health's geriatric specialty center is dedicated to optimizing aging for older adults by promoting health and quality of life through comprehensive and individualized care. The geriatric center is led by Dr. Alain Takane, a board-certified geriatric physician who specializes in providing medical providing medical care for the elderly population, many of whom have complex medical issues. As part of the Age-Friendly Health Systems movement, Wahiawā Health has achieved special recognition as an Age-Friendly Health System — Committed to Care Excellence in their ongoing efforts to ensure appropriate care for all older adults they serve.

Wahiawā Health will introduce the evidence-based 4M framework—What Matters, Medication, Mentation, and Mobility—at the Waialua Clinic to benefit seniors. This integrated program will provide mental health and substance use disorder services, medication management, and connect seniors with essential community resources such as

transportation and financial assistance. Addressing social determinants of health will be a priority, with support for medical and prescription drug insurance, sliding-scale programs, and transportation assistance to ensure access to care. The program will also include specialized mental health services, like cognitive-behavioral therapy (CBT), for seniors experiencing cognitive decline. Regular mental health screenings will be conducted to identify conditions such as depression, anxiety, and trauma in later life. Marketing materials, brochures, and registration forms will be available in large print and easy-to-understand language. Family members or caregivers will be encouraged to participate in treatment planning to improve care coordination and provide additional support. Services will be designed for seniors with mobility challenges or limited transportation, and we will offer both telehealth options and walk-in appointments to enhance accessibility.

Proposal 166

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Wai'anae Community Re-Development Corporation
B. Is Grantee a Fiscal Sponsor?	☒ Yes ☐ No
C. Grant Activity Name:	Kupuohi MA'O 'Auwai: Flourish & Grow the 'Auwai

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Wai'anae Community Re-Development Corporation was established in 2000. Our mission is to build a future of mā'ona, of plenty, by connecting youth and 'āina (land) at MA'O Organic Farms (MA'O) through the daily practice of aloha 'āina, empowering youth to succeed in college and secure sustaining careers while growing organic produce that yields individual and communal vitality.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

The Kupuohi MA'O 'Auwai Initiative expands an 'auwai (pathway) of educational & entrepreneurial programs that promote holistic health and equity for youth, staff, and the community. Rooted in the ancestral value of aloha 'āīna (love for the land), Kupuohi will foster empowerment through culture, mentorship, and equity-focused training, addressing systemic barriers to health, sustainability, and resilience- inspiring youth as agents of positive community change.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The Initiative engages 140 youth, prioritizing vulnerable populations, in cultural training, mentorship, leadership, and community stewardship. It fosters cultural connectedness, leadership skills, and systemic change readiness. Success is measured by educational progress, career readiness, and contributions to community health and sustainability.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $149,951.00	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $	☐ District 8 $	☐ District 9 $

Total Amount Requested (must be $25,000 to $150,000)	$149,951.00

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☒ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

11.22.2024
Date

Printed Name and Title:
J. Kukui Maunakea-Forth, Executive Director

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

_____
(Signature)

LeeAnn Silva, Treasurer
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that J. Kukui Maunakea-Forth (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

_____
(Signature)

LeeAnn Silva, Treasurer
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this _____ day of _____, 202__, before me appeared _____, personally known to me, who, being by me duly sworn, did say that he/she is the _____ of _____ and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said _____ acknowledged said instrument to be the free act and deed of said corporation.

_____
Notary Public, State of Hawaii

My Commission expires: _____

Doc. Date: _____ # Pages _____
Name: _____ ____ Circuit
Doc. Description: _____

_____
Signature Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

MA'O is rooted in the Wai'anae community, one of Hawai'i's most economically disadvantaged and food-insecure regions, where 58% of residents are Native Hawaiian. This group experiences the state's highest socio-economic disparities, with 60% of Native Hawaiian and 59% of Filipino households falling below the ALICE (Asset-Limited, Income-Constrained, Employed) threshold. These financial constraints limit access to resources and perpetuate economic instability, highlighting the urgent need for solutions that build economic self-sufficiency and sustainability.

Education-related barriers further exacerbate these challenges. In Wai'anae, 16% of adults lack a high school diploma, and 88% have not attained a bachelor's degree. These disparities contribute to a per capita income of just $17,800—far below Hawai'i's state average of $29,500—and an unemployment rate nearly triple the state average. These systemic issues emphasize the importance of targeted programs that empower youth with educational opportunities, workforce readiness, and leadership skills.

The Kupuohi MA'O 'Auwai Initiative addresses these critical needs holistically, combining youth education, sustainable agriculture, and cultural empowerment. This initiative provides disadvantaged & vulnerable youth with edu-preneurial pathways to higher education, economic opportunity, and leadership development while fostering a deep connection to ancestral values of self-reliance, reciprocity and sustainability.

Community feedback underscores the significance of MA'O's mission. The Wai'anae Sustainable Community Plan Issues and Trends Survey identified sustainable agriculture and food self-sufficiency as top priorities for the region's short- and long-term economic resilience. Respondents highlighted the importance of agriculture in ensuring the financial stability of local families, aligning with MA'O's focus on food sovereignty as a means to combat food insecurity and create economic opportunities in agriculture for youth in our community..

MA'O's impact extends beyond individual youth participants to the broader community by addressing systemic economic, educational, and cultural needs. The initiative equips youth to engage in meaningful work that directly tackles food insecurity while creating sustainable pathways out of generational poverty. MA'O empowers participants to lead change in their community through its culturally grounded model, ensuring a more resilient and self-sufficient Wai'anae.

Data sources such as Data USA, Aloha United Way, and the Wai'anae Sustainable Community Plan validate the urgent need for MA'O's work. By integrating public feedback and addressing systemic disparities, MA'O provides solutions that uplift youth and strengthen the community's economic and cultural foundation.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

The Kupuohi MA'O 'Auwai Initiative strives to deepen and expand our current programs to foster holistic health, well-being, equity, and economic resilience for our youth, staff, and community. By integrating ancestral values and empowering individuals through culture, education, equity-focused training, and community engagement, the initiative addresses systemic barriers to health, sustainability, and economic opportunity. This holistic approach empowers youth to become agents of positive change while contributing to our community's long-term resilience and self-reliance.

Building on this foundation, the initiative prioritizes the outreach and enrollment of more youth into the 'Auwai programs, providing them with the time, space, and resources to develop their college and workforce readiness. By offering culturally grounded programming, tailored mentoring, and career-building opportunities, the initiative helps youth break cycles of economic hardship, overcome systemic inequities, and access meaningful pathways to higher education and sustainable careers.

In addition to fostering personal growth and empowerment, the Kupuohi MA'O 'Auwai Initiative strengthens local economic development. Participants gain valuable skills in organic farming, land stewardship, and entrepreneurship, enhancing local food systems, creating jobs, and reducing dependence on imported goods. By preparing youth for leadership in these fields, the program supports our region's long-term economic growth and sustainability.

The action plan outlines strategies for outreach & enrollment, cultural capacity building, mentorship, youth leadership development, and fostering readiness for college, careers, and entrepreneurship. It also emphasizes measurable outcomes, such as increased program enrollment, deeper cultural engagement, higher college persistence and matriculation rates, and greater participation in diverse, equitable and inclusive social and economic activities.

Scope of Service
The **Kupuohi MA'O 'Auwai Initiative** addresses systemic barriers and fosters community resilience through:

1. **Expanding Youth Programs**
   - Increasing outreach and enrollment in the 'Auwai programs to engage and work with youth who are disadvantaged or underrepresented.
2. **Culturally Grounded Youth**
   - Building youth and programs that are culturally efficacy, capacity, proficiency and competency increasing youth identity and belonging.
3. **Mentorship Support**
   - Providing culturally grounded mentoring and programming to prepare youth for college and sustainable careers.
4. **Local Economic Development**
   - Enhancing local food systems, creating jobs, and promoting entrepreneurship opportunities in sustainable industries.
5. **Holistic Health and Well-Being**
   - Promoting individual and collective physical, mental, and emotional well-being by integrating ancestral values in programs and community engagements.

6. **Diversity, Equity & Inclusion**
    - Providing workshops for programs and communities that will create inclusive programming that uplifts diverse voices and perspectives within the community.

This comprehensive approach ensures that the Outcomes Section presents tangible results such as higher program enrollment, improved workforce readiness, and strengthened local economic contributions. The Action Plan demonstrates the steps needed to achieve them. Through this initiative, we aim to empower individuals and cultivate a thriving, resilient, and equitable community rooted in ancestral wisdom and forward-thinking solutions.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The Kupuohi MA'O 'Auwai Initiative fosters self-sufficiency, cultural empowerment, and leadership development among youth in Wai'anae through measurable, impactful outcomes that directly benefit the target population. These outcomes align with the grant's purposes and priorities by addressing systemic barriers to economic, cultural, and educational advancement while creating pathways to success. These outcomes are as follows:

Cultural Competency and Identity
- Outcome: 75% of participants will demonstrate an increased understanding and connection to Hawaiian heritage and cultural practices, as measured by pre-and post-workshop surveys.
- Alignment: This supports cultural revitalization and education, a priority in addressing historical inequities.
- Benefit: Youth gain a more profound sense of identity and belonging, empowering them to become community leaders who uphold and celebrate cultural values.

Agricultural Knowledge and Sustainability Skills
- Outcome: At least 80% of participants will acquire foundational skills in sustainable farming practices, assessed through mentor evaluations and hands-on activities.
- Alignment: This aligns with the goals of improving food security and sustainability in the community.
- Benefit: Equipping youth with agricultural expertise enhances their self-reliance while contributing to food sovereignty and environmental stewardship.

Leadership and Mentorship Development
- Outcome: 75% of participants will report improved leadership and communication skills, tracked through mentor feedback and self-assessments.
- Alignment: This addresses youth leadership and community empowerment.
- Benefit: Strengthened leadership capacity inspires participants to mobilize their peers, creating a ripple effect of positive change.

Economic and Educational Empowerment

- Outcome: 100% of participating youth will receive stipends and/or tuition assistance, removing economic barriers to full program participation.
- Alignment: Financial equity and educational access directly support the grant's focus on reducing barriers to success.
- Benefit: Financial support enables youth to focus on personal and professional growth, promoting economic resilience and reducing stress.

Equity and Inclusion in Program Delivery

- Outcome: At least 90% of youth from underrepresented groups will feel supported and valued, as measured by participant feedback and program retention rates.
- Alignment: Equitable access to resources, which is a critical grant priority.
- Benefit: An inclusive environment ensures all participants thrive and contribute to the community's well-being.

Long-Term Community Impact

- Outcome: Follow-up survey six months after program completion will show that 70% of alums are engaged in higher education, employment, or community leadership roles.
- Alignment: This outcome demonstrates sustainability and the program's long-term effectiveness.
- Benefit: Alumni apply their skills and experiences to strengthen the community's resilience, economic stability, and cultural vibrancy.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

The Kupuohi MA'O 'Auwai Initiative draws from traditional Hawaiian practices, where 'auwai (waterways) connect the land and community, creating a sustainable food system. This initiative revitalizes these systems to provide educational and economic opportunities for youth in Waianae, addressing intergenerational challenges in culture, social well-being, and environmental sustainability. By reconnecting youth to 'āina, the initiative fosters self-reliance and community prosperity, improving access to education, economic development, and nutritious food.

This initiative strengthens existing programs by offering intentional, impactful support. The action plan empowers youth through cultural seminars, a mentorship program, diversity, equity & inclusion workshops and 'oihana or career-building opportunities, nurturing growth in a supportive, culturally rooted environment.

Kupuohi MA'O 'Auwai Action Plan

Objective 1: Development Of Youth Leadership Through Cultural Training
Objective 2: Empower Youth Through Staff (Mahi'ai & 'Auwai Team) Mentorship
Objective 3: Diversity, Equity & Inclusion Toward Generational Continuity
Objective 4: Reduce Economic Barriers To Empower Youth Leadership
Objective 5: Targeted Outreach and Enrollment Of Disadvantaged Youth
Objective 6: 'Oihana Workforce Development & Transition of Youth

(see attached action plan)

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The Kupuohi MA'O 'Auwai Initiative leverages over two decades of organizational expertise to foster youth leadership, cultural preservation, and community empowerment. The budget reflects critical investments in personnel and program delivery to ensure impactful outcomes.

Staffing Capacity
The initiative supports a dedicated team to implement and sustain its objectives effectively:

Pawnee Maiden, 'Auwai Program Manager: Leads the 'Auwai team to implement youth leadership and education initiatives, aligning programs with organizational goals. Manages program staff, cultivates partnerships, and oversees strategic planning and resource allocation to ensure successful outcomes.

Kanoaihimaikalani Cleveland, Youth Empowerment Coordinator: Develops and delivers youth-focused initiatives, fostering leadership, personal growth, and community connection. Provides direct support and mentorship to participants, integrating cultural and educational practices to promote holistic development.

Lynn Mahealani Batten, Outreach & Farm Mentorship Coordinator: Leads outreach efforts, recruits interns, and mentors participants in sustainable agriculture and leadership development, ensuring hands-on engagement and program growth.

J. Kukui Maunakea-Forth, Programs Director: Leads the 'Auwai team to implement youth leadership and education initiatives, aligning programs with organizational goals. Manages program staff, cultivates partnerships, and oversees strategic planning and resource allocation to ensure successful outcomes.

Chani Kamaluola Maunakea-Forth, 'Auwai Assessment and Impact Specialist: Tracks participant progress, evaluates program outcomes, and refines activities to improve effectiveness. Develops tools and metrics to assess impact, ensuring alignment with strategic goals and continuous improvement.

Alexandra Kazlausky, Chief Financial Officer: Manages organizational finances, including budgeting, reporting, and resource allocation. Provides financial oversight and strategic guidance to ensure fiscal sustainability and alignment with mission-driven objectives. Will provide financial oversight of the Project.

Interns Stipends: Stipends are vital to attracting and retaining motivated youth participants. The stipend allocation will support interns throughout the year, covering: Spring/Summer and Fall/Winter sessions. This financial support helps remove barriers for youth, allowing them to engage fully in leadership development, college readiness, and workforce experience.

The Kupuohi MA'O 'Auwai Initiative budget focuses on ensuring effective program implementation, strongly emphasizing leadership, community engagement, and workforce readiness for youth in Wai'anae. This budget underscores the program's commitment to creating lasting educational and economic opportunities for youth, fostering a thriving and sustainable Waianae community.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

The Kupuohi MA'O 'Auwai Initiative empowers participants through leadership development, cultural education, and hands-on experience in land stewardship. Structured to align with academic year including the intercessions, the program provides opportunities for personal and professional growth, fostering cultural awareness, career readiness, and sustainable practices.

Months 1–2: Project Preparation: Planning & Objectives Initiation

- Finalize program objectives for cultural training, mentorship, and workforce development.
- Confirm partners, mentors, and stakeholders.
- Recruit 10 youth interns for the Winter Ramp Up (WRU) through outreach and partnerships.
- Develop curriculum, surveys, and measurement tools.
- Enroll interns, provide tuition scholarships, stipends, and orientation materials.
- Conduct orientation sessions to introduce program objectives and set mentorship expectations. Pair the mentees with mentors.
- Launch monthly cultural seminars and host DEI Workshop #1 to strengthen community ties.

Months 3–5: Project Implementation: Winter-Spring Programming

- Launch WRU with cultural training, leadership, and teamwork workshops.
- Conduct regular mentorship check-ins to support intern development.
- Continue monthly cultural seminars to increase cultural awareness and competency.
- Facilitate equity-focused strategies within the 'auwai programming to promote inclusivity and cultural competence.
- Administer mid-program surveys and collect feedback for improvement.
- Recruit 50 youth interns for the Spring Break Internship; align curriculum and prepare orientation materials. Focus Spring Break internships on mālama 'āina, aloha 'āina, and leadership activities.
- Administer surveys and collect feedback after internships to assess outcomes.

Months 6–10: Project Implementation: Summer-Fall Programming

- Begin a second mentorship cycle with new cohorts and continue monthly check-ins.
- Recruit 25 interns for the Summer Ramp Up (SRU) and finalize curriculum and materials.
- Focus Summer Ramp Up internships on mālama 'āina, aloha 'āina, and leadership activities.
- Continue monthly cultural seminars to increase cultural awareness and competency. and host DEI Workshop #2
- Facilitate equity-focused strategies within the 'auwai programming to promote inclusivity and cultural competence.
- Administer surveys and collect feedback after internships to assess outcomes.

Months 11–12: Project Closing, Evaluation & Reporting

- Deploy final surveys to measure program impact.
- Compile findings into reports for stakeholders.
- Integrate lessons learned into future planning for the next program cycle.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

The Kupuohi MA'O 'Auwai initiative builds upon a proven history of delivering transformative youth development and leadership programs. For over 20 years, we have successfully engaged youth in leadership training, cultural preservation, and community service, fostering a strong sense of connectedness and kuleana (responsibility) to 'āina (land) and one another. Measurable outcomes include:

- Increased college enrollment and retention rates.
- Youth-led initiatives are advancing community sustainability.
- Recognition from local and national organizations.

We employ a comprehensive evaluation strategy to ensure continued success and refinement of our programs. The overarching question driving our efforts is: *Pehea Ka 'Āina?* Are the lands we steward and the youth we nourish thriving? We gather qualitative and quantitative data on program and youth outcomes to answer this. Formal methods include pre- and post-evaluations and semesterly 1:1 youth evaluations, while informal methods include facilitated seminars where participants debrief leadership experiences.

Data collected includes:

- Several recruitment activities (online and in-person).
- Participant demographic data.
- Enrollment, retention, and attainment quality metrics.
- Academic performance and progress.
- Leadership training performance and progress.

Collected data is aggregated and analyzed within our 'Ikepili (Salesforce) system, ensuring a clear understanding of program effectiveness and areas for improvement. This approach reinforces our capacity to deliver impactful programming that meets the evolving needs of 'ōiwi and BIPOC communities.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

The Kupuohi MA'O 'Auwai Initiative can successfully achieve the proposed outcomes through a combination of organizational expertise, dedicated staffing, sustainable fiscal resources, strong community partnerships, and purpose-built facilities.

Organizational Knowledge & Experience:
With over 20 years of experience in community-based youth development and social enterprise, we have honed our ability to address the needs of the Waianae community. Our track record in youth leadership, education, and cultural preservation programs demonstrates our capacity to adapt to evolving community needs and implement programs that make a lasting impact.

Staffing:
Our team includes experienced leaders and dedicated program staff, an Executive Director with 20+ years of community development experience, Leadership Team skilled in various leadership and educational support, and a Youth Mentoring team focused on hands-on training. The staff's ongoing professional development ensures they stay aligned with program objectives and best practices.

Fiscal Resources:
Our innovative social enterprise model generates revenue from farm operations, allowing us to reinvest in program activities and reduce reliance on external funding. In addition, we have established funding partnerships with schools, foundations, and government programs that supplement our core budget, ensuring long-term sustainability and growth.

Facilities and Resources:
Various facilities support the initiative, including our working farm, educational spaces for youth training, and community spaces for cultural events and leadership workshops. We also leverage technology such as Slack, Canvas, and Google Sites, which enhance communication, learning, and collaboration among youth participants.

Stakeholders and Relationships:
We have built strong, long-term partnerships with schools, local organizations, cultural practitioners, and community leaders. These stakeholders are integral to our success, helping to extend our reach, provide critical resources, and ensure program sustainability. We align our goals with partners to maximize impact, from workforce development initiatives with local schools to cultural preservation efforts with local practitioners.

Community Support:
Our programs are informed by community needs assessments and local input, ensuring the initiatives are tailored to the evolving needs of the Waianae youth and families. This community-driven approach ensures relevance and amplifies the impact of the proposed outcomes.

Through our experienced staff, strong community relationships, and sustainable fiscal model, the Kupuohi MA'O 'Auwai Initiative is well-positioned to successfully achieve the proposed outcomes and create lasting positive change in the Waianae community.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Sustainability Beyond the Grant Period
The Kupuohi MA'O 'Auwai Initiative is designed to have a lasting impact on youth and the Waianae community well beyond the grant period. Our social enterprise model, which has been successful for over 20 years, provides a resilient foundation by reinvesting revenue generated from farm operations back into the initiative. This sustainable framework ensures the long-term empowerment of youth and continued community development, reducing reliance on external funding.

Community Partnerships & Collaboration
We have established strong, long-term partnerships with schools, local organizations, and cultural practitioners. These partnerships provide a network of support that enhances our program's effectiveness and sustainability. By aligning our program goals with our partners, we maximize resources, extend our reach, and ensure the continuation of educational, leadership, and workforce development opportunities for youth in Waianae.

Youth-Led Storytelling and Cultural Preservation
A critical element of sustainability is empowering youth to become their community's storytellers and cultural stewards. Through modern tools like Slack, Canvas, and Google Sites, we enable youth to document and share their mo'olelo (stories), preserving cultural knowledge while fostering creativity and self-expression. This process amplifies their voices and instills values of aloha, sustainability, and resilience, ensuring these traditions are passed on to future generations.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Capacity Building and Expansion
Our focus on capacity building helps create a pipeline of future leaders equipped to continue the initiative's work. Youth gain the skills and confidence to accomplish the program's mission through mentorship, hands-on training, and active community engagement. This leadership development fosters a self-sustaining cycle of empowerment that will continue to expand the program's reach and impact.

Adaptive and Resilient Framework
With over two decades of experience navigating social and economic challenges, our initiative has built the adaptive capacity to remain effective in a dynamic landscape. Integrating modern tools and technologies with traditional Hawaiian values ensures that the program remains relevant, impactful, and responsive to emerging community needs.

Continuity Through Innovation
By intentionally blending cultural practices with technological advancements, we create a dual approach that allows youth to preserve tradition while innovating for the future. This continuous flow of knowledge and opportunity ensures long-term sustainability, benefiting the community for generations.

Through our adaptive social enterprise model, strategic partnerships, and focus on youth empowerment, the Kupuohi MA'O 'Auwai Initiative is designed for enduring success. The program will leave a lasting legacy of self-reliance, resilience, and cultural continuity, ensuring a prosperous future for the Waianae community.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: CT-DCS-2200058
   Grant Period: 01/01/22 – 09/30/24 Grant Amount: $121,488.00
   Grant Purpose: Cold Storage
   Grant Activity Status: ☐ Underway x Completed ☐ Canceled
   Administrating Division: City & County of Honolulu

2. Grant Activity Name & Contract #: CT-MAY-2400312
   Grant Period: 04/15/24 – 04/14/27 Grant Amount: $141,022.00
   Grant Purpose: O'ahu Climate Champions Project
   Grant Activity Status: X Underway ☐ Completed ☐ Canceled
   Administrating Division: City & County of Honolulu

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Proposal 167

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Waianae District Comprehensive Health and Hospital Board, Incorporated
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	KA `IKE OLA – Knowledge of Life

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Waianae District Comprehensive Health and Hospital Board, Incorporated dba Waianae Coast Comprehensive Health Center (WCCHC) was established in 1972 and serves the federally designated underserved community of Waianae. WCCHC's mission is to provide accessible and affordable comprehensive health and traditional healing services, health career training and quality medical services to our community.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Job training and job development for health care workers are critical to the health of our community. KA 'IKE OLA will fund two key positions (Program Director and Education Outreach Coordinator) to assist with the development of WCCHC's Health Academy which will include residency programs for nurse practitioners, psychologists, pediatric dentists, medicals assistants and other positions. This will be our second year of the program.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

With this funding WCCHC will be able to continue to develop and expand the WCCHC Health Academy by increasing the number of residents and retaining the graduates as full-time employees for our community and/or State of Hawaii. In 2023, WCCHC provided over 195,000 in-person and virtual patient visits for over 35,000 patients.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $150,000	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $	☐ District 8 $	☐ District 9 $

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☒ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Cindy Yee — 11/19/2024

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title: Cindy Yee, CFO

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

DANIEL GOMES
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that DANIEL GOMES (name), BOARD CHAIRPERSON (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

DANIEL GOMES
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 19th day of NOVEMBER, 2024, before me appeared DANIEL GOMES, personally known to me, who, being by me duly sworn, did say that he/she is the BOARD CHAIRPERSON of WAIANAE DISTRICT COMPREHENSIVE HEALTH AND HOSPITAL BOARD, INCORPORATED and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said BOARD CHAIRPERSON acknowledged said instrument to be the free act and deed of said corporation.

FRANCESANN E. HALEMANO NOTARY 17-593 PUBLIC STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: 04/03/2026

FRANCESANN E. HALEMANO NOTARY 17-593 PUBLIC STATE OF HAWAII

Doc. Date: NOVEMBER 19, 2024 # Pages 53
Name: FRANCESANN E. HALEMANO 1st Circuit
Doc. Description: APPENDIX A : TIER II GRANT PROPOSAL SOLICITATION NO. RFP-DCS-GIA2026

Signature 11/19/2024 Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

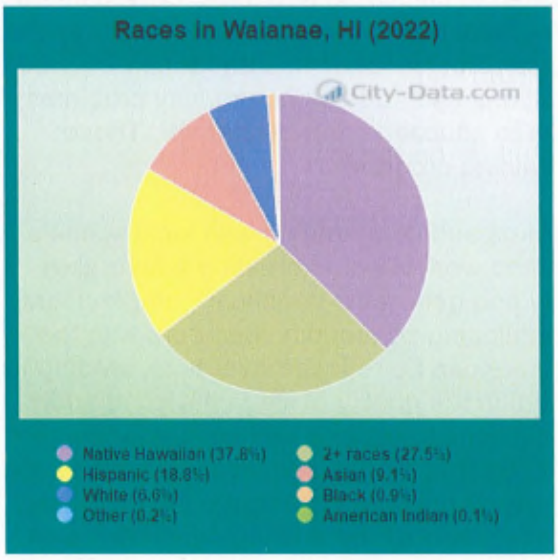
A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Economic development with a focus on job creation plays a crucial role in shaping the socio-economic landscape of communities in Hawaii. This proposal aims to provide evidence of the impact of economic development on the Waianae Coast. By examining the socio-economic data of both the state and the community data along the Waianae coast, we can assess the influence of economic development on various indicators such as income levels, employment rates, education, and poverty. The two positions in this proposal are designed to impact the community as follows:

1. Focus on grass roots efforts and extend job opportunities in the community.
2. Identify community groups for potential employment opportunities through outreach.
3. Create more specialty rotations for Nurses, Psychologists, Care Coordinators and Medical Assistants.
4. Consolidate recruitment strategy that focuses on high school through post baccalaureate programs.

The Waianae coast is culturally diverse with Native Hawaiian leading the population with 37.8% of the community.



Per the 2023 U.S. Census Bureau, the State of Hawaii's median household income was $95,322 and poverty rate of 10.1% while the household income on the Waianae Coast was $77,435 and poverty rate was 18.4%. 71% of the WCCHC patients in 2023 were at 100% and below the poverty level. The unemployment rate in Waianae Coast was 7.6% in 2023, higher than the state average of 2.9%. This disparity may be attributed to the limited job opportunities in the area, which is primarily driven by its geographical location and the absence of diverse industries. Economic development initiatives mainly in health care will

focus on attracting and aspiring medical professionals and diversifying the local economy to address this issue.

Education is a crucial factor in socio-economic development. Educational attainment levels in the area needs improvement, which could be achieved through targeted investments in education infrastructure, programs and outreach. Economic development and job creation efforts should focus on creating sustainable job opportunities and improving access to resources and services to alleviate disparities in this community. While income levels and educational attainment still require attention, this proposal aims to provide increased opportunities for the community.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

KA 'IKE OLA will provide two pivotal roles (Program Director and Education Outreach Coordinator) to assist in the economic growth of the Waianae Coast community with the creation and sustenance of jobs. These two positions will coordinate programs and provide training and skills development to community members, high school students and post graduate medical professionals to enhance their employability. These efforts would lead to the creation of more jobs, significantly contributing to economic development. The program will also collaborate with local high schools and other educational institutions to ensure that the curriculum is aligned with the needs of the local job market.

Economic development plays a crucial role in addressing community problems and fostering sustainable growth. By creating two positions dedicated to improving economic development, we can provide evidence that this approach can effectively tackle the challenges faced by the Waianae community. This proposal provided the current socioeconomic data for this community and lays out how the creation of two positions can address community problems, including unemployment, poverty, and limited access to education and healthcare. These positions will focus on outreach and facilitating job training programs.

By actively engaging current WCCHC training programs and coordinating with local schools, these positions can identify opportunities for growth and work towards creating a favorable environment that attracts members of the community and generates healthcare employment opportunities and vocational training programs. By equipping community members with the necessary skills and knowledge, the unemployment rate can be reduced over time, leading to a decline in poverty levels and an overall improvement in the quality of life in the community. These positions will collaborate with educational institutions to explore and secure funding for scholarships, grants, and infrastructure development. By investing in educational facilities, the community will have access to quality education, enabling residents to acquire the necessary skills for better employment opportunities and economic mobility. By leveraging current data, this approach can bring about positive change, fostering sustainable growth and improving the overall well-being of the residents in Waianae Coast community.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Economic development is a crucial aspect of any community, as it aims to improve the overall standard of living by creating sustainable economic growth, creating opportunities for employment and improving access to healthcare. An effective training program is a key strategy to address economic development. This section provides measurable outcomes and the data that will be generated by a training program aimed at promoting economic development through healthcare training provided by WCCHC.

1. Employment Generation: One of the primary objectives of a training program is to equip individuals with the necessary skills and knowledge to secure gainful employment. Measuring the number of program participants who secure a job within a specified timeframe after completing the training is an essential outcome. This can be determined through interviews and providing the number of people going through a program. Monitoring the types of jobs obtained, wage levels, and job retention rates can provide valuable insights into the program's effectiveness.

2. Graduation Rates: A significant indicator of success is the number of people accessing the programs through the WCCHC training program and graduates of the program. WCCHC will provide a report on program completion which will highlight the program's success.

3. Skills Development: A training program should focus on equipping participants with relevant skills to enhance their employability. Measuring the acquisition and improvement of specific skills can be done through pre- and post-training assessments. These assessments can evaluate participants' proficiency in key areas and provide data to show the outcomes of the training program and focus on graduation levels and employment opportunities obtained by the program.

4. Education and Training Attainment: Measuring the number of participants who pursue further education or training after completing the program can indicate its effectiveness in encouraging lifelong learning. Tracking the type of education or training pursued, completion rates, and the impact on participants' career advancement can serve as measurable outcomes.

5. Community Development: Effective training programs should provide data on the impact to individuals and also contribute to the development of the community as a whole. Measuring the program's impact on the local economy can be shown through satisfaction survey of the program and the outcomes of employment. In addition assessing the participants' involvement in community projects, volunteerism, or mentorship programs can help evaluate the program's broader impact on social cohesion and community development. By tracking the outcomes and providing the data above policymakers, program directors, and stakeholders can make evidence-based decisions to enhance the program's effectiveness and contribute to sustainable economic development.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

The action plan will achieve the stated, measurable outcomes.

Activity 1 – Baseline activity

1) As this program is entering its second year in existence, we will evaluate the outcomes from year one to establish baseline data on the program's impact. This will allow for the comparison of data through measures proposed and analysis of data over time.
2) Conduct a participant survey that measures the participant's outlook on the opportunities after program has been completed.

Activity 2 – Achieving above 90% completion rate of programs

1) Document number of participants beginning programs.
2) Document program-wide activities and interventions to achieve 90%+ completion rate.

Activity 3 - Analysis of proficiency

1) Implement pre- and post-academic evaluation of the participants.
2) Provide analysis of unsuccessful participants and provide action steps to mitigate issues.
3) Analyze job market surveys for healthcare job opportunities to stay abreast of the needs in the marketplace.

Activity 4 - Implement an education strategy and outreach effort

1) Continued oversight of participants that remain in the community and want to continue their journey for higher accreditation.
2) Provide resources in the form of grant opportunities, academic coaching and career development.
3) Leverage existing relationships with local social service groups, community leaders and associations, schools, and elder-care providers to promote and establish trust in the community.
4) Increase visibility of program through social media.

Activity 5 - The program aims to make an impact in community development resources that lead to job creation, better health outcomes provided by people recruited from the community, and establish a sustainable program

1) Recruit from underserved and local disadvantaged community population.
2) Show the cost effectiveness of using Mid-level providers supported by Medical Assistants and registered nurses.
3) Maintain participation and retention of participants through mentoring, academic and peer support. Continue to promote culturally competent learning environment to ensure Hawaiian values.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The personnel costs are based on total hours worked in a year (2080 hours) in order to complete the activities outlined in the narrative. These positions are instrumental in establishing connections, fostering collaborations, and implementing strategies that promote

job creation and economic growth of **KA 'IKE OLA**. The Education Outreach Coordinator will be key in recruitment for the program and providing a boots on the ground perspective. This position will assist in delivering participants to success by maintaining and providing information of the program and other options. By sharing resources and knowledge, community outreach can stimulate innovation and bring more people to the programs, leading to the creation and expansion of more opportunities for high school through college students. This position will organize workshops and seminars to equip community members with skills to navigate the various academic opportunities, enabling them to start their careers in healthcare. They will also facilitate partnerships between local organizations and businesses for internships and job placement, creating jobs directly. The Program Director will provide the guidance and resources to continue the program, provide analysis and strategy to sustain the project beyond grant funding by establishing baseline data and providing options on the viability of the program. These roles will support the success of this program by working with students to complete their obliged requirements for the program and gauging success. The program outcomes rely on constant community outreach and the impact residually flows into the WCCHC organization by:

1. Creating a highly trained pool of potential employees who can live and work in their home community.
2. Creating a means for disadvantaged Waianae residents to break the cycle of poverty in providing high-demand, high-wage employment skills training.
3. Creating a financial flow that is paid to, and circulated within the Waianae community by its residents' paychecks.
4. Changing economic trajectories for families who have grown up in a community of poverty, allowing them to make positive life choices that will generationally impact their children's choices.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Milestones	***Timeline***											
2025-2026	O	N	D	J	F	M	A	M	J	J	A	S
Establish baseline data	X											
Participant survey job outlook		X										
Document number of participants	X											
Document program activities	X	X	X	X	X	X	X	X	X	X	X	X
Pre- and post- academic evaluations	X											X
Attrition data and analysis												X
Job market survey											X	X
Career counseling	X	X	X	X	X	X	X	X	X	X	X	X
Community outreach	X	X	X	X	X	X	X	X	X	X	X	X
Visibility social media	X	X	X	X	X	X	X	X	X	X	X	X

Recruit local participants	X	X	X	X	X	X	X	X	X	X	X	X	
Cost effectiveness analysis												X	
Retention	X	X	X	X	X	X	X	X	X	X	X	X	

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Based on data from WCCHC's training programs over the last 14 years, 1,300 students have received vocational certificates through these programs, 38% of students were first in their family to attend college and presently 84% of graduates are either employed or continuing their education. Participants and research indicate that there are various barriers to education and retention for minority students, Hawaiian students in particular, finding ways to reduce financial, academic, cultural, and social barriers are critical to college success. Strategies must be implemented to address these barriers and improve educational outcomes that in turn will lead to community change. There is a greater percentage of registered nurses and medical assistants working in urban areas at hospitals, clinics, and community based health care facilities. The goal is to improve patient outcomes and patient advocacy, while using best practices and collaboration of care with healthcare providers. Secondly, it would be changing the mindset of community health care facilities from using medical assistants, registered nurses and advanced placement registered nurses (APRN). They have the enhanced knowledge, skills and attitude needed to mandate changes in patient care and coordination among multidisciplinary teams. Finally, the cost effect of the positions' salary will be analyzed.

In 2015, WCCHC launched the Na Lei Kukui Nurse Practitioner Residency Program which is a post-graduate residency program that is designed to help new family and nurse practitioners expand their competency to deliver comprehensive, patient-centered primary care services. The program offers residents a 12-month, full-time salaried position working directly with coordinators and primary care providers to increase their confidence and knowledge in caring. Several other programs have continued to grow and encompass a vast array of programs that address shortages in healthcare such as the behavioral health program, APRN program, and A.T. Still University of Osteopathy Intern program aimed at those wanting to enter the healthcare workforce and yet have to complete a degree. This grant funded project will bring these and other programs under one collective roof that will allow for the coordination of students and further development of opportunities in the Waianae community. The presence of a well-trained and adequately staffed healthcare workforce ensures that residents have access to quality healthcare services. This in turn, leads to improved health outcomes and a reduction in the overall healthcare burden on the community. A robust healthcare workforce ensures that there are sufficient healthcare professionals to meet the needs of the community, thus creating a positive cycle of employment, economic prosperity and community development.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and

other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

As described in C.1, WCCHC has the experience in developing this type of program. WCCHC's key leadership, including leadership overseeing the training programs, have been at the health center for over 20 years in roles that included managing large grants, supervising staff, and implementing programs. WCCHC also has created a data warehouse to track key clinical performance measures such as provider productivity, quality improvement measures, population registries, and other determinants of health data. The WCCHC is a learning center that offers health career training to ensure a better future for our community. The WCCHC is also an innovator, using leading edge technology in Artificial Intelligence and Machine language learning programs to deliver the highest quality of health care services.

The Project Director and Education Outreach Coordinator will work with existing WCCHC leadership to recruit the needed students for the classes, as well as students who are academically ready for any of the available programs. Under the direction of leadership and strategic plans the two positions will:

1. Assist students, parents and community members to provide and/or convey information and other services.
2. Work with all parties to gain information and to discuss needs and problems involving the student and/or faculty.
3. Confer with all members to assist in evaluating student progress and other concerns that may arise.
4. Gather information routinely to assess the effectiveness of the program and to ensure open communication between partners.
5. Organize a variety of activities to showcase accomplishments and celebrate the diversity of the community.

In addition to hands-on experience in the clinics, the residents of the Na Lei Kukui Nurse Practitioner Residency Program also attend lectures on a variety of subjects that build on their current knowledge of disease processes, treatment options and medications. This innovative program is just one of the ways WCCHC is successfully addressing provider shortages by "growing their own healers." The program has graduated over 50 participants and is regarded in the State of Hawaii as a top academic/career program. Many of the participants have stayed in Hawaii and serve many communities.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Job development in the Waianae community can offer a powerful solution to address these challenges. We propose the following:

1. Identify target demographics: Identify specific demographics that require healthcare training opportunities such as individuals from underrepresented communities or low-income households.

2. Develop partnerships with healthcare organizations: Collaborate with local hospitals, clinics, and healthcare organizations to understand their specific training needs that aligns with industry requirements.

3. Customize training programs: Tailor the training programs to meet the needs of the identified demographics.

4. Seek funding opportunities: Research and apply for grants, sponsorships, and other funding sources to sustain the program.

5. Establish a mentorship program: Connect trainees with experienced healthcare professionals who can provide guidance and support throughout their training journey and possibly provide successful placement in the healthcare industry.

6. Monitor program outcomes: Track and evaluate the program's effectiveness by measuring metrics such as participant retention and employment rates.

7. Continuously update the curriculum: Stay aware of emerging trends and advancements in the healthcare industry and update the training curriculum accordingly.

8. Promote the program: Utilize various marketing strategies to raise awareness about the training opportunities available including collaborating with local community organizations, educational institutions, and healthcare providers.

This plan aligns with the values of WCCHC, **KA 'IKE OLA** and its goals to create long term solutions for the Waianae Coast communities. The program can sustainably provide training opportunities in healthcare by using demographic data to identify target demographics, customize training programs, secure funding, and continuously improve based on program outcomes and industry needs.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

WCCHC has demonstrated its ability to run and sustain very successful training programs with experienced personnel based on the programs identified above. This grant will provide WCCHC the ability to retain the two positions to carry out the program's purpose to provide much needed economic development (job training and job opportunities) for the Waianae community.

The funding of these two positions and the sustainability of this program will continue through other grant opportunities and revenue generated by graduates of the programs who are employed at WCCHC. Another possible source is through the federal government's Teaching Health Center program which might offer grants for these existing programs.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Health Stability and Security CT-DCS-2100143
   Grant Period: 03/27/2020-05/31/2025 Grant Amount: $1,009,600
   Grant Purpose: Purchase 3 service vehicles for outreach, food security/distribution and in-home pharmaceuticals. Support food or meals for elderly persons experiencing food security due to the coronavirus.
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Housing and Urban Development

2. Grant Activity Name & Contract #: Ka Ike Ola CT-DCS-2500071
   Grant Period: 10/01/24-09/30/25 Grant Amount: $150,000
   Grant Purpose: Job training and job development for healthcare workers.
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Proposal 168

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Waikiki Business Improvement District
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Safe and Sound Waikiki

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

The Waikiki Business Improvement District (WBID) is a non-profit organization that convenes business, government, and community dedicated to enhancing the Waikiki district. Started in 2000, our mission is to steward the evolution of Waikiki, ensuring it remains a vibrant community by fostering a clean, safe, and welcoming environment to those who live in, work in, and visit the district.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Safe and Sound Waikiki is a collaborative partnership dedicated to reducing crime and amplifying mental health and social services that directly impact homeless and vulnerable individuals within the Waikiki district. In addition to proactive crime reduction measures, we work to increase the number of individuals placed into shelter, treatment, and employment to ensure long-term health and success.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Outcomes of success during the grant period include providing over 800 of Waikiki's vulnerable and/or homeless population with comprehensive, critically needed wrap-around support and outreach services, psychiatric evaluations and mental health support, amplified in-district public safety efforts, as well as relocation assistance for homeless individuals who wish to return home.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☒ District 4 $150,000	☐ District 5 $	☐ District 6 $
☐ District 7 $	☐ District 8 $	☐ District 9 $

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☒ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Katie K. Kaahanui — 11.21.24

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title:

Katie K. Kaahanui
Executive Coordinator, Safe and Sound Waikiki

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Trevor Abarzua

(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Kanio K. Kaahanui (name), Executive Coordinator, Safe & Sound Waikiki (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Trevor Abarzua

(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 21st day of November, 2024, before me appeared Trevor Abarzua, personally known to me, who, being by me duly sworn, did say that he/she is the president of Waikiki Business Improvement District and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said he acknowledged said instrument to be the free act and deed of said corporation.

Ikue F. Zee

Notary Public, State of Hawaii

My Commission expires: 08/25/2027

IKUE F. ZEE NOTARY PUBLIC No. 19-371 STATE OF HAWAII

Doc. Date: 11/21/2024 # Pages 19
Name: Tier II Grant Proposal First Circuit
Doc. Description:

Ikue F. Zee 11/21/2024
Signature Ikue F. Zee Date
NOTARY CERTIFICATION

IKUE F. ZEE NOTARY PUBLIC No. 19-371 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Waikiki, a world-renowned tourist destination, has a significant impact on Hawaii and serves as the heart of its tourism economy while generating a large portion of the State's revenue. However, the area faces significant challenges related to homelessness, addiction, and the mental health of its most vulnerable populations that may sometimes pose a threat to its visitors, residents, and community members. The Safe and Sound Waikiki initiative is an important, community-led effort aimed at addressing homelessness in this high-traffic urban area while ensuring the safety, dignity, and well-being of those experiencing homelessness, as well as the broader local community. This program plays a critical role in improving the quality of life for marginalized populations and is an urgent priority for the city and its residents.

The primary beneficiaries of Safe and Sound Waikiki include individuals experiencing homelessness and mental health issues in the Waikiki area, as well as the broader community of Waikiki residents, business owners, and year-round visitors. The program has demonstrated positive outcomes for this target population in the following areas:

1. **Connections to Shelter and Housing Stability:**
    - Safe and Sound Waikiki has contributed to reducing the number of people living on the streets by helping individuals transition into stable housing. Within the past year, initiative efforts have contributed to connecting 84 individuals to short-term and long-term shelters throughout the island.
2. **Reduction in Crime and Public Safety Concerns:**
    - Safe and Sound Waikiki has directly contributed to a reduction in crime rates within the district. Since September of 2022, Safe and Sound efforts have resulted in a 19% decrease in robbery, 30% decrease in burglary, 21% decrease in auto theft, and 38% decrease in vehicle break ins.
3. **Increased Access to Critical Healthcare and Social Services:**
    - The initiative's partnership with social service providers has resulted in 15 Waikiki individuals being admitted to treatment/respite centers for addiction, mental health support, and substance use recovery services. Additionally, we aim to increase the number of individuals receiving on-the-spot, direct street medicine services. Since December 2023, 49 individuals have received long-lasting, critically-needed antipsychotic medication to treat various mental health ailments. This holistic approach addresses the root causes of homelessness and improves the overall health and well-being of the homeless population, and we strive to increase these numbers in FY26.

4. **Community Engagement and Support:**
    - Safe and Sound Waikiki continues to collaborate with local law enforcement, residents, and social service organizations playing an active role in supporting solutions to homelessness. This collaboration has helped reduce stigma and increase public empathy for those experiencing homelessness.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

At its core, Safe and Sound Waikiki aims to restore dignity to individuals experiencing homelessness and mental health issues while also increasing public safety efforts to protect Waikiki's residents and year-round visitors. By offering pathways out of homelessness and providing comprehensive, wrap-around support services, the initiative promotes social equity and ensures that vulnerable populations are treated with respect and care.

Safe and Sound Waikiki plans to carry out its mission in FY26 as follows:

1. **Decreasing Crime Through Continued Community Collaboration**
   Through continued partnership with the Honolulu Prosecuting Attorney's Office and the Honolulu Police Department, Safe and Sound Waikiki strives to reduce crime and enhance public safety through proactive community engagement and the establishment of new, in-district community partners. We will continue to foster collaborative efforts with local businesses, residents, and community leaders to create a safer environment through education, awareness campaigns, and joint crime prevention strategies. While we are proud of the success we've seen in decreasing crime, we aim to increase those numbers and create a safer, more welcoming district for all who visit.

2. **Increasing Street Medicine Efforts**
   Safe and Sound Waikiki will work to expand access to street medicine services for individuals experiencing homelessness. In addition to partnering with local social service agencies, we provide in-house outreach teams who deliver essential outreach and referral services directly to individuals on the streets, in parks, and other public spaces. Our goal is to address immediate healthcare needs, prevent further deterioration of health, and connect individuals to appropriate ongoing medical and mental health services.

3. **Connecting Homeless Individuals to Shelter, Respite, and Treatment Services**
   We are committed to increasing the number of homeless individuals in Waikiki who are successfully connected to emergency shelter, respite care, and long-term treatment services. Safe and Sound Waikiki coordinates with local shelters, outreach teams, and social service agencies to ensure that individuals in need receive appropriate housing and health services. Our focus includes providing case management support to help individuals transition from homelessness to stable housing, while addressing the underlying issues of substance use, mental health, and trauma.

4. **Reuniting Individuals with Their Families in Their Home State**
   Safe and Sound Waikiki works to help reunite homeless individuals with their families in their home states by facilitating transportation, case management, and coordination with family members. For individuals who express a desire to return home, we provide a pathway to re-establish connections with family and support networks, helping them rebuild their lives in a familiar environment with the necessary social and emotional support.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. ***(3,000 character count limit)***

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Safe and Sound Waikiki aims to directly impact over 800+ Waikiki individuals during the grant period. Our program will implement targeted strategies and services designed to address the urgent needs of vulnerable individuals in our community. Outcomes are aligned with the goals of the grant, focusing on providing outreach, healthcare, reunification, and community involvement—critical elements in reducing homelessness and improving the well-being of vulnerable populations.

Outcome 1: Comprehensive Outreach Services to 50+ Individuals per Month
Alignment: This directly supports the grant's focus on increasing access to essential services for homeless individuals. Outreach is the first step in engaging individuals experiencing homelessness, identifying their needs, and connecting them with critical resources such as housing, healthcare, and social services. By meeting this target, we will ensure that 600+ individuals receive the support they need to take the first steps toward stability, while also addressing the root causes of homelessness.

Outcome 2: Street Medication Services to 36 Homeless Individuals/Quarter
Alignment: Providing street medication services directly respond to the healthcare needs of individuals who often face significant barriers to accessing traditional healthcare settings. These services will offer treatment for physical and mental health conditions, addressing immediate health concerns. This outcome supports the grant's goal of improving health outcomes for underserved populations and preventing medical complications that could further destabilize individuals already facing homelessness.

Outcome 3: Out of State Relocation Efforts to Reunite 12 Individuals with Their Family/Support System Annually
Alignment: Family reunification and social support are critical components of long-term housing stability and self-sufficiency. This outcome directly addresses the grant's focus on enhancing social support networks and creating opportunities for individuals to return to stable, supportive environments.

Outcome 4: Community Patrol Walks to Increase Public Safety and Awareness
We will organize at least 1 Waikiki community citizen patrol walk per month, totaling 24+ patrol walks per year.
Alignment: Community patrol walks aid in enhancing public safety and fostering community engagement. These patrols will provide a visible presence in the Waikiki area and will create a stronger sense of community among residents of all ages. This outcome supports the grant's focus on improving community relationships and ensuring safer, inclusive environments that actively engage Waikiki's kupuna.

Meeting these outcomes will lay the foundation for long-term stability, reintegration, and self-sufficiency for our target population. By providing outreach, healthcare, and community support, we will help individuals regain their dignity and improve their overall quality of life, which aligns directly with the purposes and priorities of the grant.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Outcome 1: Comprehensive Outreach Services to 50 Individuals per Month

Recruit and Train Outreach Staff: Hire a dedicated outreach worker who will be trained in engaging with homeless individuals, conducting needs assessments, and referring clients to appropriate services. This team, in partnership with the Executive Coordinator for Safe and Sound Waikiki will be equipped to work in both street-based and office environments

Ongoing Outreach Initiatives: Conduct regular outreach in the Waikiki community. Outreach will include providing information about available services, working in tandem with the medical provider for psychiatric assessments, and connecting individuals with case management. We will also partner with local agencies such as the Institute for Human Services to identify individuals in need of services and transfer them to care

Performance Measures:
Monthly: 50 individuals engaged and assessed for service needs
Quarterly: 150 individuals reached through outreach efforts
Annual: 600 individuals engaged

Outcome 2: Street Medication Services to 36 Homeless Individuals/Quarter

Hire an In-District Healthcare Provider: By providing a qualified healthcare professional to do on-the-spot psychiatric evaluations, we can expedite and amplify the number of individuals who receive critically needed medications to treat untreated or undiagnosed mental health conditions. This critical member of the team will work in tandem with the outreach and other social service agencies to streamline healthcare and mental health services

Performance Measures:
Quarterly: 36 homeless individuals served, providing street medication services

Annual: 144 individuals served essential healthcare services, including follow-up support

Outcome 3: Relocation Efforts to Reunite Individuals with Their Support System

Outreach team will work directly with homeless individuals to assess the possibility of family reunification, including researching family members' contact information and determining the feasibility of relocation.

Travel Logistics: Coordinate airline tickets and transportation

Performance Measures:
Quarterly: 3 individuals successfully relocated to their home state and reunited with family/support systems
Annual: At least 12 individuals successfully reunited with family and relocated

Outcome 4: Waikiki Community Citizens Patrol Walks (24 per Year)

Organize Walks: Establish a regular schedule for Waikiki Community Citizens Patrol walks, involving local community members, homeless advocates, and the business/law enforcement community

Performance Measures:
Monthly: Conduct 1 Waikiki community patrol walk
Annual: 24 community patrol walks completed, engaging at least 50 participants in total throughout the year

Performance Monitoring/Evaluation: We will continuously monitor the progress of our activities through a combination of qualitative and quantitative measures including participant satisfaction and attendance/engagement numbers.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

A. Salary – Total: $87,908.00
Executive Coordinator - Currently oversees the program and will spend 100% of their time hiring, supervising and training new staff. This individual's annual salary is $71,400.00 and will be covered for the 12 months of the contract.

B. Fringes – Total: $16,508.00
FICA will be paid for all salaries: $71,400.00 x .0765 = $5,462.00
Health Insurance cost for full-time Executive Coordinator: $742 x 12 months= $8,904.00
Simple IRA Costs= $2,142.00

C. NEW Positions

Part-Time Outreach Worker – Total: $25,000.00/year
This position will be critical in adding capacity for direct, street-based outreach services that provide comprehensive wrap around assistance for vulnerable and homeless individuals. This

position will report directly to and will work in coordination with the Executive Coordinator of Safe and Sound Waikiki

In-District Psychiatric Healthcare Provider – Total: $25,092.00/year
This position will be critical in providing on-the-spot, critically needed mental health evaluations within the Waikiki district to aid in assisted community treatment and street medicine efforts. This is designed to be a part-time position with specific hours per week to be determined by the healthcare provider and the Executive Coordinator pending their schedule.

D. Relocation Efforts – Total: $12,000.00/year
Funds used for relocation efforts will go directly to the facilitation, purchasing, and coordination of airfare and transportation for individuals who demonstrate a willingness to return to their home states. Funding may also be used for assisting with obtaining travel-ready ID's, purchase food and clothing, and other items needed for safe travel.

TOTAL – $150,000

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. ***(3,000 character count limit)***

Timeline of grant deliverables:

Q1: October-December 2025

- Comprehensive outreach services provided to 150 individuals in Waikiki
  Breakdown: 50+ individuals per month
- Street medication services and evaluation provided to 36 individuals
  Breakdown: 12+ individuals per month
- Relocation efforts to reunite at least 3 individuals back to their home states
  Breakdown: 3+ individuals per month
- 25 hours per week of direct, street-based outreach
  Breakdown: 100+ hours per month
- At least 6 Waikiki community citizen patrol walks (2 hours/ea.)
  Breakdown: 3+ walks per month

Q2: January-March 2026

- Comprehensive outreach services provided to 150 individuals in Waikiki
  Breakdown: 50+ individuals per month
- Street medication services and evaluation provided to 36 individuals
  Breakdown: 12+ individuals per month
- Relocation efforts to reunite at least 3 individuals back to their home states
  Breakdown: 3+ individuals per month
- 25 hours per week of direct, street-based outreach
  Breakdown: 100+ hours per month
- At least 6 Waikiki community citizen patrol walks (2 hours/ea.)
  Breakdown: 3+ walks per month

Q3: April-June 2026

- Comprehensive outreach services provided to 150 individuals in Waikiki
  Breakdown: 50+ individuals per month
- Street medication services and evaluation provided to 36 individuals
  Breakdown: 12+ individuals per month
- Relocation efforts to reunite at least 3 individuals back to their home states
  Breakdown: 3+ individuals per month
- 25 hours per week of direct, street-based outreach
  Breakdown: 100+ hours per month
- At least 6 Waikiki community citizen patrol walks (2 hours/ea.)
  Breakdown: 3+ walks per month

Q4: July-September 2024

- Comprehensive outreach services provided to 150 individuals in Waikiki
  Breakdown: 50+ individuals per month
- Street medication services and evaluation provided to 36 individuals
  Breakdown: 12+ individuals per month
- Relocation efforts to reunite at least 3 individuals back to their home states
  Breakdown: 3+ individuals per month
- 25 hours per week of direct, street-based outreach
  Breakdown: 100+ hours per month
- At least 6 Waikiki community citizen patrol walks (2 hours/ea.)
  Breakdown: 3+ walks per month

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Safe and Sound Waikiki has demonstrated proven success in categories related to its proposed outcomes of success for the grant period. The need for added outreach staff capacity would enable us to amplify success numbers and increase community partnerships and collaborations in the following areas:

1. **Comprehensive Outreach Services**
Through both direct, in-house outreach team members as well as community partnerships with existing social service agencies, Safe and Sound Waikiki has contributed to providing comprehensive outreach services to over 500 individuals within the Waikiki district from December 2023 to October 2024. In addition, over 50 individuals have received assistance obtaining vital documents such as ID's and social security cards to reduce the barriers to housing and/or employment.

2. Street Medicine Services
Safe and Sound Waikiki has assisted the Institute of Human Services directly by serving as court petitioner for Assisted Community Treatment (ACT) cases in Waikiki and successfully

connecting the district's most at-risk individuals with critically-needed psychiatric medicine. Through this grant, we aim to hire a specialized in-district provider who can increase the number of individuals getting on-the-spot psychiatric evaluation and care, thus enabling them to get the care they need to help them step out of the cycles of crime and homelessness.

3. Relocation for Out-of-State Individuals
Safe & Sound Waikiki and the WBID, through its existing strong partnerships with social service agencies and the court system, have directly worked to assist out-of-state homeless individuals in getting back to their home states with a larger support system to aid in their recovery and success. Since the beginning of 2024, we've successfully helped 5 individuals return home to their family members.

4. Establishing a Waikiki Citizen Patrol Walk to increase Community Engagement
Through our close partnership with the Honolulu Police Department and Waikiki business leaders, we have already begun the process of having the community patrol walks return after they ceased during the pandemic. In September of 2024 we relaunched the weekend patrol walks and aim to begin regular walks during the work week.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. ***(3,000 character count limit)***

Organizational Knowledge
Safe and Sound Waikiki has a proven track record of delivering impactful, community-based effort aligned with community needs regarding public safety, outreach, and serving vulnerable and homeless populations. Our leadership team brings extensive experience in program development, project management, and outcomes measurement. Since the initiative began in September of 2022, we have successfully managed and expanded similar in-district efforts, such as piloting street medicine, solidifying partnerships with in-district community providers and healthcare organizations, and fostering a strong working relationship with our courts and law enforcement community - ensuring long-term, sustainable impact in Waikiki.

Staffing
Safe and Sound Waikiki is led by the Executive Coordinator who has expertise in both the areas of criminal justice and mental health counseling. We look to expand our staff in FY26 to include a part-time outreach worker with demonstrated experience and impact connecting people to proper healthcare and social service support. In coordination with lead stakeholders and community partners, these employees will work in tandem to amplify outreach efforts within the Waikiki district.

We also welcome college interns majoring in criminal justice or nursing to assist with ongoing efforts. Continuous staff development will also ensure that our team stays updated on best practices and innovative approaches.

Fiscal Resources
Safe and Sound Waikiki is housed under the Waikiki Business Improvement District, which operates from its own revenue reserve. Safe and Sound Waikiki has been previously funded through private and public donors, with grant funds managed through the WBID. Safe and Sound Waikiki/WBID have a consistent track record of managing grant funds responsibly and meeting reporting requirements. With a well-established accounting system and experienced fiscal team, we ensure that resources are allocated effectively and monitored rigorously.

Facilities and Other Resources
We operate from the WBID office space located at 227 Lewers St. #202. These facilities provide an ample environment for program support and efficient program delivery through office space, parking, and conference room access.

Stakeholders and Relationships
Our strong relationships with stakeholders such as the Honolulu Prosecuting Attorney, the Honolulu Police Department enhance our capacity to succeed. We regularly collaborate to facilitate resource sharing, outreach, and coordinated service delivery. Community input is central to our program planning, ensuring initiatives are culturally relevant and tailored to Waikiki's unique needs.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

We are committed to ensuring the long-term success and growth of Safe and Sound Waikiki. Our plan includes diversified funding strategies, strategic partnerships, community engagement, and program adaptability to meet evolving needs of the community's residents, businesses, and visitors.

Diversified Funding Strategies
We will actively pursue a mix of funding sources to sustain and expand activities beyond the grant period. This includes:

- Securing Additional Grants: Applying for federal, state, and private foundation grants that align with our program objectives.
- Corporate Sponsorships: Partnering with local, in-district businesses to sponsor specific program components, such as community events or public safety initiatives.
- Earned Income Opportunities: Exploring potential revenue-generating activities, such as fee-for-service programming to offset costs.

Strategic Partnerships
Collaborating with existing and new partners will enable resource sharing and program continuity. For example:

- Deepening relationships with in-district schools, law enforcement, healthcare providers, and other community organizations to integrate services and enhance referral pathways.
- Engaging local government agencies to increase program awareness and support for long-term sustainability.

Community Engagement
Maintaining strong community ties is essential for program relevance and support. Our approach includes:

- Continuing regular, quarterly stakeholder and committee meetings to provide and receive feedback, share ideas, and promote program ownership among stakeholders.
- Regularly involving the community in planning and evaluation to ensure the program addresses current and emerging needs.

Program Adaptability
We will implement a robust evaluation framework to measure outcomes and identify areas for improvement. This data will inform adjustments to the program model, allowing for scalable and cost-effective solutions that can expand our reach without compromising quality.

Long-Term Vision
To ensure sustainability, we aim to institutionalize Safe and Sound Waikiki within our organization's core programs. By integrating the initiative into our broader mission and operations, we can prioritize its growth and alignment with community needs.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Beyond the grant period, we will work to carry out the above plan and ensure long-term sustainability by executing the following:

Staffing
We will ensure that over time, our outreach team expands and will be able to implement lasting change within our Waikiki community. In addition to continuing the initiative under the direction of the Executive Coordinator, we will explore long-term funding opportunities for part-time outreach to assist in the daytime and overnight hours. In addition, we have a well-established intern network that provides critical support for events and outreach activities. To ensure continuity, we prioritize training, professional development, and cross-training with community partner agencies to build a resilient and adaptable workforce.

Funding
Our ability to secure and manage funding from multiple sources has been proven through successful partnerships with funders such as the Kosasa Foundation and the City and County of Honolulu. Beyond the grant period, we will leverage this experience to pursue additional funding opportunities, including new grant applications, private funding, and sponsorship agreements with local businesses. Additionally, surplus funding from the WBID's existing operating budget may be allocated to Safe and Sound Waikiki efforts.

Operational Infrastructure
Safe and Sound Waikiki operates through a well-supported infrastructure of working through the Waikiki Business Improvement District in tandem with key community stakeholders. This structure has proven effective in supporting specific program delivery to meet unique district-specific needs, administrative tasks, and community events. We also have access to reliable technology and data management systems that enhance program evaluation and reporting. These tools will be instrumental in tracking and demonstrating program impact.

Community Relationships
Our deep connections with stakeholders, including local government agencies, community leaders, and partner organizations, strengthen our capacity to sustain and grow the program. These relationships allow us to share resources, expand outreach, and enhance service delivery in a cost-effective manner.

Strategic Planning
We regularly engage in strategic planning to align our mission with long-term goals. Our plan for Safe and Sound Waikiki includes integrating the initiative into our core WBID operations, ensuring it remains a priority within our broader organizational framework.

Through our skilled team, robust infrastructure, and collaborative partnerships, Safe and Sound Waikiki is well-positioned to carry out the sustainability and expansion plan, ensuring its continued success and impact that will only be amplified through solidifying grant and financial support.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Safe and Sound Waikiki CT-MAY-2300143
   Grant Period: April 19, 2023-April 2025 Grant Amount: $100,000
   Grant Purpose: Establishment of Safe and Sound Waikiki
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: City and County of Honolulu, Office of the Managing Director

2. Grant Activity Name & Contract #:
   Grant Period: _____ Grant Amount:
   Grant Purpose:
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division:

3. Grant Activity Name & Contract #:
   Grant Period: _____ Grant Amount:
   Grant Purpose:
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division:

4. Grant Activity Name & Contract #:
   Grant Period: _____ Grant Amount:
   Grant Purpose:

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Engaging Waikiki's residents, visitors, and community members as a valued Safe and Sound Waikiki contributor is a key part of our initiative's mission. Regularly scheduled community citizen patrol walks used to occur prior to the pandemic, but since then it has faced challenges with coordination and general awareness to grow participation numbers.

Through Safe and Sound Waikiki, we look forward to reestablishing the regularly scheduled community patrol walks throughout the Waikiki district. They are an opportunity for residents to connect with their neighbors, fostering a sense of belonging and reducing social isolation. Participants would also engage with community partners such as law enforcement and the Waikiki business community, strengthening community bonds and encouraging intergenerational friendships and partnerships.

The initiative, while available to the general public, would be particularly beneficial for older adults by providing them with a chance to interact with others, encourage physical activity, and build lasting relationships through being a contributing member of their community.

We believe that these walks will effectively promote a healthier, safer, and more socially engaged community, particularly benefiting older adults while making Waikiki a more welcoming place for residents of all ages.

Proposal 169

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Waikiki Community Center
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Kupuna & `Ohana Support Program

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

The mission of Waikiki Community Center (WCC) is to care for our kupuna, keiki and community as `ohana. Incorporated in 1978, WCC was established by concerned community residents to serve a large senior and young child/family population. WCC remains the only community center in Waikiki, serving a diverse population through its 3 major programs: Senior Program, Community Programs and Early Childhood Education.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

WCC will faciliate holistic support for seniors and families in strategic areas where we can make the greatest impact. For seniors, WCC will help both maintain wellness and support critical needs so kupuna can remain independent. For families, WCC will support financial stability by helping build emergency savings, provide affordable preschool, and facilitate wrap-around services needed.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

WCC will help stabilize 3,400 seniors & families and help them thrive through: case management for 2,400 seniors and families to help them access critical services; encourage active aging for 1,000 seniors by addressing physical, cognitive, emotional well-being; provide 1,000 in-person wellness & educational activities.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☒ District 4 $97,500	☒ District 5 $52,500	☐ District 6 $
☐ District 7 $	☐ District 8 $	☐ District 9 $

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☒ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

12/9/24
Date

Printed Name and Title: Caroline Hayashi, President

Waikiki Community Center
RGP-DCS-GIA2026

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned Chair of the Board of Waikiki Community Center ("Grantee") hereby certifies that the Grantee or any principal of the GRANTEE or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Simeon Miranda
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned Chair of the Board of Waikiki Community Cente ("Grantee") hereby certifies that Caroline Hayashi, President, has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Simeon Miranda
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 18th day of November, 2024, before me appeared Simeon Miranda, personally known to me, who, being by me duly sworn, did say that he/she is the Chairman of the board of Waikiki Community Center and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said he acknowledged said instrument to be the free act and deed of said corporation.

TENCEY L. OGAWA
NOTARY PUBLIC
No. 17-425
STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: 10/08/2025

Doc. Date: 11/18/2024 # Pages 1
Name: Tencey L. Ogawa First Circuit
Doc. Description: Certificate of the board of directors authorization to assign authority. 11/18/2024
Signature Date

NOTARY CERTIFICATION

TENCEY L. OGAWA
NOTARY PUBLIC
No. 17-425
STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Hawaii has one of the fastest growing aging poulations in the US, with a higher life expectancy of 81, and those 85+ years and older increasing at a rate of 190.8% between 1990 and 2010, compared with a national increase of 29.6% (US Census). In addition, according to DBEDT through 2035, while the overall state population is expected to grow by 65%, those 60+ will grow by 310% and those over 85 will increase by 1,158%. (Hawai`i's 20/20 Vision: The State of Active Aging, State of Hawaii Department of Health, 2013) In just 4 years, the US Census estimates that 25.8% of Hawaii's population will be 60 or over.

In Waikiki, seniors 60+ already constitute 30% of residents and 23.2% are 65 or older, almost double the state average of 15.1%, making senoirs a high priority. [US Census] 82% of seniors live alone or with an equally older spouse, live on fixed income and have few/no family members as a support system when they become frail. Many seniors rely on WCC's services for support, to help prevent social isolation and premature decline resulting in costly institutionalization. While WCC does not limit its services to seniors residing in Waikiki, the majority of seniors come from the area, which is a "hub" of senior residents due to its walkability and accessiblity to public transporation (e.g. WCC is located a block away from several major bus lines).

For young children and their families, 42% of children in Waikiki are between the ages of 0 to 5 and 26% between the ages of 6 to 10. Most area children (80%) attend public school and 13% live at or below poverty. [US Census] The three nearby elementary schools are all federally designated as Title I.

WCC is the only community center in Waikiki, serving a diverse population focusing on older adults, families with young children, targeting those in need. Although Waikiki is known as an affluent visitor hub, those who live in Waikiki have nearly twice the poverty rate of Honolulu County (almost 17% versus almost 10%). The median household income of just under $31,000 is significantly below the state average of nearly $50,000. In addition, Waikiki is among the top 16 communities in Hawaii for food insecurity at 23.5%, higher than statewide average of 16.4%. [US Census]

Statewide, inflation has increased our already high cost of living to crisis levels. Since the pandemic, between 2019 and 2021, the survival budget for residents has risen dramtically – up to 26% for individuals and 18% for families, according to a 2023 report from the Aloha United Way. This report also finds that more than 40% of residents are below this survival budget threshold, with 30% of those being ALICE [Asset Limited Income Constrained

Employed], having incomes above the federal poverty level but below what is needed to cover basic needs (housing, food, transporation, medical care and childcare). They are also unable to qualify for most government assitance programs and live paycheck-to-paycheck, struggling to make ends meet. WCC proposes to support these low-to-moderate income ALICE individuals and families, including 41% of seniors below ALICE, and in many cases, serving as their only safety net.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

The services WCC proposes address key needs/challenges stated above. We address holistic, multiple needs by provding person-centered services, including both direct services in areas in which we have expertise and faciliating a wide range of others with a variety of partners.

For seniors, we will provide supports both to help maintain wellness, including combating social isolation that leads to premature physical and cognitive decline, and for critical needs so that they are able to not only remain independent but to thrive.

Connecting Seniors with Critical Resources – WCC assists kupuna who have a variety of urgent challenges that cannot be addressed by one program, service or even agency. WCC helps by: 1) Coordinating Services – We help facilitate ACCESS (barriers include unawareness, complex qualification requirements); and MANAGING MULTIPLE SERVICES; 2) Partnering – We work with a wide array of inidividuals/institutions. 3) Creative Problem Solving – When there is no service to meet needs in the time needed we devise creative, individualized solutions working with other agencies, businesses, volunteers, landlords and other willing to support kupuna.

Senior Holistic Health – Research shows whole-person wellness directly impacts the ability to maintain independence. Cognitive health reduces Alzheimer's risk and emotional well-being reduces loneliness, a risk factor in dementia & chronic disease. WCC provides a wide range of activities to enable seniors to maintain/strengthen their cognitive, social, emotional and physical health.

For families, WCC will increase financial stability by facilitating a holistic support network to address multiple challenges, stabilize situations and allow them to thrive. The program will stabilize families by: 1) building savings so they are not one emergency away from disaster through matched savings; 2) decrease household expenses by helping them access public and/or private resources; and 3) address their holistic needs through case management/ resource coordination so they can stabilize their overall situations; 4) Provide affordable quality preschool.

In addition, to address the high cost of living on a day-to-day basis, WCC will provide food support for both seniors and families. In response to growing food and nutrition insecurity WCC has seen for ALICE seniors and families WCC started a new food program, Olive's

Market, a free market offering fresh, nutritious grocery and prepared food items through a partnership with other agencies and area businesses.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Waikiki Community Center will provide the following services:

- Connect 2,400 seniors and families with critical resources through case management, information and referral services
- Provide in-person activities that address the physical, cognitive and emotional well-being of 1,000 seniors
- Provide 1,000 activities that address seniors' physical, cognitive and emotional well-being including classes, educational talks and social connection activities

Outcomes for senior program participants will include:

- 75% report Greater Socialization/Less Social Isolation
- 75% report Improved Physical Health
- 80% report Improved Outlook on Life
- 80% report Improved Access to Information or Linkages to other Services and Resources

Outcomes for family participants will include:

- 75% report they found more ways to save money
- 75% report they are more confident in their ability to pay bills and take care of their families

The outcomes detailed above benefit seniors and families/children by demonstrating that WCC's services resulted in stabilizing their finances, providing access to holistic services to address multiple needs, and improving their overall whole-person well-being.

The outcomes/services above address the priorities of the Grant in Aid fund by assisting seniors and families/keiki that are economically disadvantaged. These services/outcomes work on both the preventative and "crisis" levels, helping them to maintain financial, physical, cognitive and emotional wellness and assist those in crisis to stablize and thrive. Preventing premature institutionalization for seniors as well as prevention of basic needs crisis (housing, food insecurity) for both seniors and families is a much more efficient and effective use of resources. Once a senior or family falls into crisis such as losing independence or housing, the problems becomes exponentially more difficult and expensive to resolve.

Therefore, it is critical to invest in preventative services that allow our residents to not just survive but to thrive so they are resillent, contributing community members.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Fiscal/Contract Management:
-Work with city staff to close on the program contract, finalize budget and outcomes, establish reporting requirements
-Incorporate the contract/billing into WCC's project management/accounting system
-Meet with program staff to review outcomes/goals, establish monthly goals/outcomes and reporting systems
-Compile information from all program staff and complete monthly financial and narrative reports (monthly)

Marketing/Outreach:
-Reach out to community partners, apartment managers, area businesses and other agencies to inform them about programs and services
-Staff continues to elicit feedback from current and past participants to confirm current services are meeting needs and what additional services they need and want
-Meet quarterly with a focus group (current and past clients) for feedback on current offerings/ideas for future offerings/unmet needs

Staff/Volunteers/Contractors:
-Assess current activities through participation data, evaluations, and informal feedback to determine which activities will continue/new activities to be added
-Determine whether current staffing levels are appropriate based upon contracts and other confirmed program income, adjust as needed.

Program Implementation:
-Plan and implement services to include minimum numbers of activities, services and clients served monthly based upon stated contract goals.
-Conduct assessments of individual clients and services as needed to provide and/or facilitate necessary holistic services. Based on historical data and current client needs continue to reach out to various service providers to meet increased holistic needs.
-Based on client need, ensure ability to increase service capacity as needed
-Maintain regular contact/follow up with active case management clients and other in crisis
-Hire/contract, supervise paid instructors and volunteers as needed based upon class/activity assessment and status of existing instructors/volunteers
-Implement program improvements based upon feedback/evaluation from clients, partners, staff, instructors, volunteers

Data Gathering/Tracking/Evaluation:
-Gather/synthesize data monthly and use it to compile reports for the city and other funders Ensure sufficient evaluation processes, including the proper execution of two survey instruments developed with The Catalyst Group that measure outputs, outcomes and customer satisfaction
-Administer activity evaluation surveys for activity quality assurance (after each event for one-time activities, semi-annually for regular activities)
-Administer outcomes surveys and customer satisfaction surveys (2x annually)
-Meet monthly with staff to review outcome data to ensure the program is meeting goals, utilize data to make continuous improvement
-Compile final report for city, share results and lessons learned with partners, instructors, volunteers and other stakeholders

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

WCC is requesting $150,000 from the city GIA fund for its Kupuna & `Ohana Support Program. The program is service-based and therefore is implemented through people – a combination of qualified staff, contractors and volunteers. Following are the expenses for which we are requesting city GIA funds. WCC's program proposes to serve at least 3,400 seniors and families with 1,000 activities, totaling about $34 per unit of service. Therefore, the investment the city is making in the well-being of its seniors and families is far less than the potential costly effects of physical, cognitive and emotional health problems as well as those that would fall into homelessness without our assistance. Preventing premature institutionalization for seniors as well as prevention of basic needs crisis (housing, food insecurity) for both seniors and families is a much more efficient and effective use of resources. Once a senior or family falls into crisis such as losing independence or housing, the problems becomes exponentially more difficult and expensive to resolve.

Case Manager: Staff position that conducts outreach and case management for seniors or families in need, often with multiple issues. Helps coordinate a wide variety of public and private agencies and programs, which our clients are unable to manage on their own. This past year case managers averaged more than 100 clients per month with issues such as food insecurity, housing insecurity, transportation issues and financial challenges.

ALICE Programs Manager: Staff position that manages and implements programs that support the ALICE population, targeting seniors and families. Programs include the BUILD emergency Savings and Thrive by 5 Affordable Preschool Tuition programs. Provides and facilitates wrap around services and holistic support to put participants on the path to longer term financial stability.

Programs Manager: Staff position managing senior classes/activities. Recruits and manages class instructors, both paid and volunteer. Assesses, initiates, plans and implements new classes relevant to seniors based on participant feedback and staff, instructor, volunteer and partner input. Keeps track of external and internal market information and continually

assesses need for different/new activities. Continually evaluates and updates mix of classes to ensure we are addressing the whole person - physical, cognitive and social/emotional.

Community Program Manager - Staff responsible for ensuring WCC is providing a diverse array of events and activities that will keep seniors active, engage families, and bring in participation and support of the larger community. Makes connections and forms partnerships with other nonprofits, businesses, community groups and volunteers to leverage resources for seniors and families.

Proram Officer: Staff position that manages city contract, including data collection and analysis, program evaluation, management of reports, and financial tracking and management.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Fiscal/Contract Management:
-Work with city staff to close on program contract, finalize budget/outcomes, clarify reporting requirements (month 1)
-Incorporate contract/billing into project management/accounting system (month 1)
-Meet with program staff to review outcomes/goals, establish monthly goals/outcomes and reporting systems (month 1)
-Compile information from program staff, complete monthly financial & narrative reports (monthly)

Marketing/Outreach:
-Reach out to community partners, apartment managers, area businesses and other agencies for updates on program (mths 1-3)
-Continue eliciting feedback from current/past participants on what activities/services they need and want (ongoing)
-Meet quarterly with Senior Advisory Group for feedback on current offerings/ideas for future offerings/unmet needs (quarterly)

Staff/Volunteers/Contractors:
-Assess the current activities through attendance data, evaluations, and everyday feedback to determine which activities will continue/new activities to be added (ongoing)
-Determine level of case management staff needed based upon contracts & other confirmed program income, adjust as needed (month 1)

Program Implementation:
-Plan/implement a minimum of 1,000 educational, health/wellness, social activities for 1,000 seniors. Contact appropriate speakers/agencies for scheduling. Reach out to new partners. (months 1-12)
-Conduct assessments, provide necessary services & referrals for at least 1,250 seniors and families in need. Based on historical data/current client needs continue reaching out to service providers to meet more client needs. (months 1-12)

-Maintain regular contact/follow up with active case management clients and other in crisis (monthly)
-Hire/contract, supervise paid instructors & volunteers as needed based upon class/activity assessment & status of existing instructors/volunteers (months 1-12)
-Implement program improvements based upon feedback/evaluation from clients, partners, staff, instructors, volunteers (review quarterly)

Data Gathering/Tracking/Evaluation:
-Gather/synthesize data monthly and use it to compile reports for the city and other funders (monthly)
-Ensure sufficient evaluation processes, including the proper execution of 2 survey instruments developed with Catalyst Group that measure outputs, outcomes and customer satisfaction (ongoing)
-Administer activity evaluation surveys for quality assurance (after each event for one-time activities, semi-annually for regular activities)
-Administer outcomes surveys & customer satisfaction surveys (months 7&12)
-Meet monthly with staff to review outcome data to ensure the program is meeting goals, utilize data to make continuous improvement (monthly)
-Compile final report for city, share results/lessons learned with partners, instructors, volunteers & other stakeholders (months 12+)

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

WCC has effectively served seniors and families in need in the community for 46 years. The organization was founded by community members who saw a need for services for both seniors and families with young children, given the large population of both groups in the area and every census continues to confirm the population need. WCC services are effective because they address the whole person and they are client-centered. WCC staff considers the needs of individuals served and needs of the community as a whole to determine its programs, adjusting services according to need. We developed a continuum of services to meet the wide ranging needs of seniors and families we assist. For example, WCC is an Hawaii Food Bank site, utilized by many seniors and families as it is one of few food sites. As WCC saw the burden of food cost due to inflaction on its working families and more seniors struggling to get by, it added additional food support programs to accommodate a wider range of clients. Our services work together and a client will often utilize several/all of them. For example, a client may come to painting class regularly to maintain cognitive activity (learning a new skill) and socialize with others in the class but then have a surgery, causing them to use case management services and be matched with a volunteer to help with personal services during their recovery period. Our services have had a high success rate of moving clients forward because it is personalized and whole-person focused.

According to 2023 data, WCC senior program achieved the following outcomes:

95% reported Taking Better Care of my Health
95% reported Improved Outlook on Life
92% reported Knowing More About Resources Available
87% reported Feeling More Independent

In 2023, WCC served nearly 10,000 seniors and families through its wide range of preventative classes/activities and case management/information & referral, preschool targeting low-to-moderate income families and variety of ALICE programs. WCC is part of a cohort funded by Aloha United Way and Hawaii Community Foundation, one of of 17 organizations selected to participate in a 3-year cohort. Through this initiative ALICE families reported the following outcomes from its BUILD emergency savings program.

- 100% Have found more ways to save money for the future and emergencies
- 93% Are more confident their ability to pay their bills and support their families
- 100% Have more control of their finances

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Organizational Knowledge: WCC has operated both its Senior Program and preschool targeting low-to-moderate income families since 1978, serving tens of thousands of seniors and families. It has used the institutional knowledge developed over the years to create an effective and flexible programs, using a successful service delivery framework while also customizing its services to meet the needs of individuals. Innovative, proven programming developed has included a service learning program for preschoolers (Keiki Building Community) and WCC's individualized service navigation program for seniors.

Staff: The staff team has a breadth and depth of knowledge, skills and relationships that has served, with a combined 80+ years of experience working with seniors, families and disadvantaged populations. The team includes a Programs Manager, who handles volunteers/paid instructors, manages existing/new classes/activities; a Community Program Manager, who coordinates a calendar of events and activities for seniors; a case manager that provides direct one-on-one assistance services to seniors, manage volunteer based services such as the Senior Companion program, and work with a wide variety of other social service agencies and other community partners. See staff statement of qualifications.

Fiscal/Administrative Capacity: WCC has the fiscal and administrative capacity to manage a city contract. It has worked with a city GIA contract for the past several years. In its interactions with the city WCC's paperwork and reports have been accurate and on time. WCC is familiar with government administrative and financial requirements such as the

reimbursement process, types of documentation required, programmatic and financial reporting, and tracking beneficiary/service data.

Facility: WCC is located on a one-acre facility and has a variety of spaces that can accommodate a wide variety of activities. First floor spaces in the main building can be accessed by those who are physically disabled. The facility is conveniently accessible by public transportation, Handivan and also has ample free onsite parking.

Community/Agency Relationships: Over the years WCC has built relationships of trust with other organizations, businesses, community groups and clients. WCC has become known within the community as a gathering place for the community where you can learn new skills, minimize social isolation and maintain their emotional, physical and cognitive health and receive support for critical needs. In addition, WCC staff has established relationships with a wide variety of community organizations, businesses, churches, resident managers and others that facilitate quality service to our clients.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

WCC has a decades-long history of working with a wide variety of stakeholders and supporters to expands its programs to meet real needs of residents. In the last several years, due to the high cost of living and inflation, there has been a growing demand for its senior and family services. WCC continually seeks to sustain and expand services through: a) identifying new funding sources, b) creating additional income generation opportunities, c) forging new partnerships with other agencies, businesses and institations and d) board level expansion of fundraising events and marketing strategy. WCC has successfully sought out funding from other sources that support our senior, family and ALICE programs, including the Weinberg Foundation, Cooke Foundation, Aloha United Way and Hawaii Community Foundation. It also works closely with other agencies to leverage its resources both public (state agencies) and private such as the Hawaii Food Bank and Aloha Harvest.

In addition, WCC's board is committed to building the capacity of WCC fundraising. After a hiatus, the board recently re-started its annual gala fundraising event. This event draws upon corporate support, which WCC's Board continues to cultivate and build, as evidenced by the fact that its 2024 gala exceeded budgeted income in 2024.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

WCC has established relationships with many other service providers, agencies, volunteers and individuals that would enable us to continue the program beyond the grant period. In addition to its current resources, WCC also continually seeks to develop new partnerships/strategies to fulfill growing needs. For example, WCC has seen an increase in

those needing personal assistance in order to remain independent and have developed multiple strategies to meet this need as each case is different and demand is greater than any one strategy/program can accommodate. We have developed a volunteer base from WCC's membership and the general public. We have also recently forged relationships with a combination of agencies and funders to augment our food support in response to increased need by our ALICE population. In response we opened Olive's Market, a free market provided in partnership with Aloha Harvest, the Hawaii Food Bank, area hotels and other businesses and several funders.

We have continued our partnerships with community instituations such as Kapiolani Community College, has allowed us to expand our current staff capacity to serve greater numbers of people and also offer clients different services. For example, we have utlitized KCC students to help teach seniors how to use their phones and tablets. WCC will continue to seek partnerships that provide services to its clients that leverage other agency's funds and WCC's staff time. Partnerships that leverage each partner's strengths, create synergies, increase the capacity of all involved and help everyone continue serve more of those in need,

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Kupuna and `Ohana Support Program
   Grant Period: 1/1/2025-12/31/2025 Grant Amount: $150,000
   Grant Purpose: Help facilitate holistic support for senior & families
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Grant in Aid Fund

2. Grant Activity Name & Contract #: Malama Senior Program #CT-DCS-2400066
   Grant Period: 4/1/2024 - 12/31/2024 Grant Amount: $125,628
   Grant Purpose: Support Waikiki Community Center Malama Senior Program
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Grant in Aid Fund

3. Grant Activity Name & Contract #: Malama Senior Program #CT-DCS-2200059
   Grant Period: 4/1/2023 - 3/31/2024 Grant Amount: $85,188
   Grant Purpose: Support Waikiki Community Center Malama Senior Program
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Grant in Aid Fund

4. Grant Activity Name & Contract #: Malama Senior Program #CT-DCS-2100085
   Grant Period: 4/1/2022-3/31/2023 Grant Amount: $78,467
   Grant Purpose: Support Waikiki Community Center Malama Senior Program
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

WCC's program includes serving thousands of older adults, to both faciliate holistic wellness and assist those in critical situations. Our evidenced-based mix of services and programs will promote whole-person, physical, cognitive and social/emotional health. Activities provide opportunities for physical exercise, educational workshops to keep minds active and volunteerism to allow seniors to share their knowledge and skills to give back to the community. As a community gathering place, WCC facilitates meaningful interaction and relationships amongst participants so they can support and encourage one another with the belief that everyone needs help sometimes and each of us can also be a community contributor. Our program also facilitates seniors in helping to lead larger community initiatives such Waikiki Safe Walk, a multipronged pedestrian safety project, and Waikiki Safe Ohana, an emergency preparedness program.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Waking Up Smiling
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Home Bound Program

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Waking Up Smiling (WUS) is a Hawaii-based nonprofit established on January 3, 2015. Its mission is to assist those in need, particularly the homeless, by providing essentials such as: bibles; hot meals; groceries; hygiene products; living necessities; non-prescription medical supplies; financial assistance; bus passes; and emotional support.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

This grant activity supports Waking Up Smiling's initiatives to aid homeless individuals with essential resources like: food; shelter; and healthcare, addressing immediate survival needs. It also targets homelessness prevention by offering at-risk individuals tailored assistance, aiming to reduce their vulnerability to homelessness through proactive support.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The grant will provide monthly support to struggling families, covering essentials like: rent; utilities; phone services; food; and hygiene products. Success will be measured by the consistent delivery of these services, impacting 12 families per month with rent, utilities, phone, and hygiene assistance, and 24 instances of food and transportation aid monthly.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $16,667	☒ District 2 $16,667	☒ District 3 $16,666
☒ District 4 $16,667	☒ District 5 $16,665	☒ District 6 $16,667
☒ District 7 $16,667	☒ District 8 $16,667	☒ District 9 $16,667
Total Amount Requested (must be $25,000 to $150,000)	$150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☒ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Donna Lynn Rodriguez

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Donna Rodriguez, President

11/19/2024

Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Rita Speitel
(Signature)

Rita Speitel
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that ___Donna Rodriguez_____(name), _____President_____(title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Rita Speitel
(Signature)

Rita Speitel
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 18th day of November, 2024, before me appeared _____Rita Speitel_____, personally known to me, who, being by me duly sworn, did say that he/she is the ___Director_____ of __Waking Up Smiling_____ and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said __She_____ acknowledged said instrument to be the free act and deed of said corporation.

Muriel J Ikeda
Notary Public, State of Hawaii

My Commission expires: 06/11/2028

MURIEL IKEDA NOTARY PUBLIC No. 92-387 STATE OF HAWAII

Doc. Date NOV 18 2024 # Pages 1
Name: MURIEL IKEDA 1st Circuit
Doc. Description: Certificate of the Board of Directors No Obligations in Arrears
Muriel J Ikeda NOV 18 2024
Signature Date
NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

To validate this Public Services' project community need, problem, and target population, we present key data, and descriptions of the challenges and vulnerabilities Oahu's homeless population face.

Community Need and Target Population: This project will benefit approximately 385 homeless individuals on Oahu, targeting single adults, families with children, and homeless youth. These groups face extreme vulnerability due to: a lack of housing; high rates of mental health issues; substance use disorders; and limited employment opportunities. This combination increases their risk of: chronic homelessness: health disparities: and reduced access to essential services.

According to the latest Point-in-Time (PIT) Count, nearly 4,000 individuals on Oahu experience homelessness on any given night, with the majority unsheltered. The National Alliance to End Homelessness reports that Oahu has one of the highest per capita homelessness rates in the U.S., driven by economic pressures, housing shortages, and high living costs, underscoring a need for targeted support services that address these individuals' unique challenges.

Vulnerabilities of the Target Population: Oahu's homeless population faces numerous vulnerabilities, including:

1. High Cost of Living and Housing Shortages: Oahu's rent and housing prices are among the highest in the nation. Over 60% of homeless individuals cite financial strain as the primary reason for losing housing, according to HUD data.

2. Health and Mental Health Issues: Approximately 45% of Oahu's homeless population struggle with mental health conditions, and 30% face substance use disorders. These conditions severely limit their ability to secure stable housing and employment without substantial intervention and support.

3. Employment Barriers and Workforce Skills: Nearly 40% of this population lacks necessary education and skills for entry-level jobs, limiting their capacity to escape homelessness. Without stable addresses and adequate transportation, many face additional barriers to employment.

4. Substance Use and Public Health Concerns: Substance use disorders are prevalent among Oahu's homeless, leading to unsafe living conditions and health complications. The Centers for Disease Control and Prevention (CDC) reports that individuals with substance use disorders face increased health risks, heightening public health burdens and costs.

5. Impact on Families and Youth: The Hawaii Department of Education estimates that 10% of students experience homelessness or housing instability annually, impacting their education and mental well-being.

Validating Problem Is Community Priority: Addressing homelessness on Oahu is a priority for both the community and local government due to its broad social, economic, and health impacts. Key indicators of community prioritization include:

1. Policy and Funding Initiatives: The City and County of Honolulu has allocated significant funding toward homeless services, with the Governor declaring homelessness a state emergency on several occasions. These allocations underscore the urgency of the issue at state and local levels.

2. Community Advocacy and Support: Organizations like Partners in Care and the Institute for Human Services emphasize homelessness as an urgent community crisis. Annual surveys of Oahu residents show strong support for initiatives that provide housing, healthcare, and employment services to those experiencing homelessness.

3. Data-Driven Evidence: Oahu's PIT Count and HUD's Annual Homeless Assessment Report reveal a consistent increase in homelessness, especially among vulnerable groups like veterans, families, and youth. Public reports, including Hawaii's Community Plan to End Homelessness, emphasize the need for services and recommend housing-first models to address the crisis.

Substantive Data Supporting Impact and Need: The homelessness issue on Oahu is intensified by high living costs and insufficient housing options. To substantiate the need and anticipated impact, we reference multiple data points:

- Housing Data and PIT Count: Over 4,000 people experience homelessness on Oahu annually, with 60% unsheltered and lacking basic amenities.

- Healthcare and Emergency Service Costs: Oahu's homeless population accounts for over 30% of emergency service expenses, highlighting the critical need for targeted services to lower public healthcare costs.

- Youth and Education Impact: The Hawaii Department of Education reports that housing instability is linked to increased absenteeism, reduced academic performance, and mental health challenges, which affect community well-being and future workforce readiness.

This Public Services project addresses an urgent need for services tailored to Oahu's homeless population. By focusing on healthcare access, job training, mental health services, and stable housing, this project creates sustainable pathways out of homelessness and improves the quality of life for the most vulnerable individuals on Oahu.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

The Grant Activity provides essential monthly support to struggling families on Oahu, addressing critical needs such as housing stability, access to utilities and communication, food security, and hygiene maintenance.

By offering targeted financial assistance for rent, utilities, phone services, food, hygiene products, and transportation, the activity aims to alleviate the financial burdens on low-income households facing economic hardship. This consistent, direct support ensures that families remain housed, maintain basic living standards, and access essential resources, reducing the risk of homelessness and promoting well-being.

Each month, the program will provide: rent; utilities; phone; and hygiene assistance to 12 families, with an additional 24 instances of food and transportation aid distributed as needed. The focus on recurring, essential support is designed to address both immediate and long-term stability for families.

This Grant Activity was chosen based on community data highlighting the high costs of living and lack of affordable housing as primary drivers of financial instability among vulnerable families in Oahu. For many, covering basic costs has become an ongoing struggle, particularly for families with limited income and resources.

By alleviating specific financial stressors, this program allows families to stabilize their living situations, reduce food insecurity, and maintain their health and well-being, directly addressing key factors that lead to housing insecurity and poverty.

Success will be measured through the consistent, timely delivery of these services and the positive impact on the families served, with ongoing tracking and reporting to ensure alignment with grant goals. This approach ensures that struggling families on Oahu receive the essential support needed to prevent crises, maintain stability, and foster resilience in the face of economic challenges.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

This Grant Activity will benefit 12 low-income families each month, totaling approximately 144 families over the grant term. Additionally, it will provide 24 instances of food and transportation support monthly, reaching over 288 instances of assistance throughout the year. This targeted support will help stabilize at-risk households, reducing the risk of eviction and homelessness and improving their quality of life by addressing essential needs.

Measurable Outcomes:

Housing Stability: At least 95% of supported families will avoid eviction each month through timely rent assistance, reducing the risk of homelessness.

Utility Continuation: All participating families will maintain access to utilities, with utility assistance provided monthly to cover electricity and water bills.

Communication Access: Each month, 12 families will receive phone service support, ensuring they remain connected to potential employment, emergency services, and family networks.

Food and Transportation Security: By providing 24 instances of food and transportation aid monthly, the grant will alleviate food insecurity and facilitate access to essential services, including work, healthcare, and education.

Health and Hygiene Maintenance: Hygiene products provided monthly to 12 families will promote better health outcomes, reduce health risks, and improve family dignity and self-esteem.

Alignment with the Grants in Aid Fund Purposes and Priorities: This activity aligns closely with the Grants in Aid Fund's mission to support essential community services, specifically targeting low-income and vulnerable populations. The program provides direct financial support for critical needs—such as rent, utilities, and food—that address fundamental aspects of stability and security. By prioritizing services that directly impact housing stability, food security, health, and communication, this grant activity meets core community needs and supports family resilience, a key focus area of the Grants in Aid Fund.

Direct Benefits to Oahu's Homeless Population: By preventing evictions and promoting stability, this program reduces the number of families at risk of becoming homeless. Many on the verge of homelessness are just one missed payment away from crisis; thus, this consistent support provides a crucial safety net. Additionally, the provision of food, transportation, and hygiene assistance relieves financial stressors that can lead to homelessness. Families receiving this assistance are more likely to maintain employment, prioritize education, and avoid the detrimental effects of instability, directly addressing the root causes of homelessness.

Overall, this program's outcomes directly benefit Oahu's homeless population by reducing homelessness risk, supporting basic needs, and fostering stability within vulnerable households. It aligns with the grant's priorities by offering immediate, measurable relief that strengthens the community's foundation and prevents further strain on local services.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Action Plan

1. Outreach and Enrollment
    - Milestone: Identify and enroll 12 eligible families by the 5th of each month.

- Actions: Partner with local shelters and social service agencies for referrals. Conduct outreach and intake assessments promptly.
- Measure: Monthly tracking of enrolled families with documented eligibility.

2. Monthly Financial Assistance Distribution

   - Milestone: Deliver rent, utilities, and phone support to enrolled families by the 10th of each month.
   - Actions: Process direct payments for rent and utilities to prevent eviction and service disruptions, and ensure families have active phone access.
   - Measure: Records confirming timely payment completion for each family.

3. Food and Transportation Assistance

   - Milestone: Provide 24 instances of food and transportation aid monthly.
   - Actions: Distribute grocery vouchers and transportation support, such as bus passes, for essential access to employment, healthcare, and schooling.
   - Measure: Monthly logs tracking food and transportation aid delivery.

4. Hygiene Products Distribution

   - Milestone: Distribute hygiene kits to all families by the 15th of each month.
   - Actions: Assemble and deliver kits with essential hygiene products (soap, toothbrush, toothpaste, etc.) to promote health and dignity.
   - Measure: Distribution logs with recipient acknowledgment.

5. Monthly Monitoring and Case Management

   - Milestone: Conduct monthly check-ins with families to assess progress and identify additional needs.
   - Actions: Case managers will meet with families to evaluate housing stability and address any emerging issues.
   - Measure: Case notes documenting monthly check-in outcomes and any follow-up actions.

6. Quarterly Evaluation and Reporting

   - Milestone: Review and evaluate progress quarterly to ensure outcomes are met and adjust as needed.
   - Actions: Analyze data on housing stability, utility continuation, and food security. Submit quarterly reports to stakeholders.
   - Measure: Quarterly summary of families supported, services provided, and progress toward measurable outcomes.

Performance Measures Summary: Success will be measured by:

- Monthly enrollment of 12 families, consistent financial assistance, and achievement of food, transportation, and hygiene support targets.
- Documented family check-ins and quarterly evaluations to monitor and enhance housing stability.

This structured plan ensures that vulnerable families on Oahu receive essential, timely support, reducing their risk of homelessness and aligning with community priorities.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

Budget Narrative: The WUS project budget maximizes impact by strategically allocating resources to: stabilize vulnerable families; promote equity; and ensure operational accountability. Each category supports the organization's ability to provide essential services and achieve measurable outcomes for Oahu's low-income households.

Salaries: $48,442

Program Director/Executive Director: **($45,000).** Leads the organization's operations and programs. This dual role ensures: strategic mission alignment; oversees daily operations; and develops programs that directly address community needs. Leadership is essential for efficient resource allocation, ensuring high-quality service delivery.

Fringe Benefits: ($3,442). Enhances WUS's ability to attract and retain skilled professionals, supporting continuity and stability.

Contractual Services: ($35,400)

Grant Management Services: **($24,000)** are vital for securing financial sustainability. The Grant Manager ensures compliance with funding requirements, writes proposals, and identifies new funding opportunities, directly supporting the organization's ability to maintain and expand programs.

Professional Accounting Services: **($11,400)** Ensure fiscal transparency and accountability through proper budgeting, expense tracking, and reporting. This builds trust with funders and stakeholders, reinforcing the organization's financial health and credibility.

Rent: ($30,000). A dedicated physical space provides a stable, accessible hub for operations, service delivery, and community engagement. This space ensures consistency in programming and creates a safe, welcoming environment for individuals and families seeking assistance.

Program Activities Supplies: ($36,158). Essential supplies, such as hygiene products, food, and educational materials, are directly tied to improving beneficiaries' quality of life. These tangible resources address immediate needs, reduce financial stress, and empower families to work toward stability and self-sufficiency.

Contribution to Outcomes: The requested budget aligns with key program goals:

- Stabilizing Families: By covering critical needs such as rent, utilities, and food, the program helps families remain housed and secure, reducing the risk of homelessness.

- Promoting Equity: Targeted assistance ensures equitable access to essential resources for low-income households, addressing systemic disparities.
- Ensuring Accountability: Professional services and leadership roles maintain operational transparency and compliance, fostering trust with stakeholders.

Impact and Success Metrics: The program will assist 12 families monthly with recurring rent, utilities, phone, and hygiene support, along with 24 instances of food and transportation aid as needed. Success will be measured through timely service delivery and improvements in housing stability, food security, and overall well-being.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Months 1–2: Program Setup and Initial Outreach

- Weeks 1–2: Finalize partnerships with local shelters, community centers, and social service agencies for family referrals. Set up intake systems and create templates for tracking and reporting.
- Weeks 3–4: Conduct initial outreach to identify eligible families and enroll the first 12 families. Begin intake assessments, establish contact with case managers, and document baseline needs.

Months 3–12: Ongoing Monthly Service Delivery

Each month, the following cycle will be implemented:

1. Family Enrollment and Intake (1st–5th of each month)
    - Enroll 12 new families each month and conduct needs assessments.
    - Confirm eligibility and document key information to track monthly progress.
2. Financial Assistance Distribution (6th–10th of each month)
    - Disburse rent, utilities, and phone assistance directly to landlords and service providers.
    - Track payment confirmation to ensure housing stability and service continuity.
3. Food and Transportation Aid (11th–15th of each month)
    - Distribute food vouchers or grocery assistance and transportation support to all enrolled families.
    - Log each instance of aid delivery to meet monthly goals.
4. Hygiene Kit Distribution (15th–20th of each month)
    - Assemble and distribute hygiene kits with essential supplies to all enrolled families.
    - Document distribution in monthly reports to ensure all families receive the kits.
5. Monthly Monitoring and Case Management (20th–30th of each month)

- Case managers conduct monthly check-ins with each family to assess housing stability, identify additional needs, and document any challenges.
- Update case notes and track the progress of each family toward stability.

6. Monthly Reporting and Data Collection (Last Week of Each Month)

   - Compile data on services provided, family stability, and any additional assistance delivered.
   - Ensure all records are accurate for quarterly reporting and stakeholder updates.

Quarterly Milestones (End of Months 3, 6, 9, and 12)

- Quarterly Evaluations: Review and analyze the data to assess progress toward key outcomes, including housing stability, food security, and utility maintenance.

- Adjustments and Improvements: Based on evaluations, make any necessary program adjustments to better address emerging needs or increase effectiveness.

- Stakeholder Reporting: Provide quarterly summaries of program performance, including the number of families served, services provided, and outcome achievement.

Project Completion (End of Month 12)

- Final Program Review and Reporting: Conduct a comprehensive evaluation to measure success against all targeted outcomes, prepare a final report, and outline recommendations for future project phases or program improvements.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

WUS was awarded $150,000 City & County GIA submitted in November 2023 for the FY2025 project period. The organization has now had an additional year of knowledge and experience with Oahu's homeless population. Receiving last year's demonstrated its capacity and proven success in addressing homelessness on Oahu through a holistic, multi-faceted approach.

Over the past year, WUS has successfully executed two key strategies, helping mitigate immediate homelessness challenges and proactively working to prevent individuals from becoming homeless. These strategies have had quantifiable impacts, supported by collaboration with local organizations and targeted outreach to identify and serve those in need.

Key Achievements:

1. Strategy 1: Mitigating Immediate Homelessness Issues

    - Through partnerships with local service providers, WUS distributed essential resources to homeless individuals and families, including: rental and utility assistance; bus passes; meals; and necessary household items. These efforts have provided stability to many vulnerable individuals, fostering their journey toward self-sufficiency.
    - WUS created a foundation for sustainable recovery, reducing the risk of individuals falling back into homelessness.

2. Strategy 2: Preventing Homelessness Among At-Risk Individuals

    - By focusing on prevention, WUS has effectively diverted at-risk individuals from homelessness through proactive services. Financial counseling, addiction recovery referrals, and mental health support reached those struggling with economic hardship, mental illness, and addiction, with preventive support averting crises that often lead to homelessness.
    - Partnerships with agencies like the Dept. of Health, Dept. of Human Services, local shelters, and the Hawaii State Public Housing Authority have strengthened WUS's ability to identify and serve individuals at high risk.

3. Outreach and Collaboration

    - WUS's collaboration with law enforcement, health providers, and community organizations has been instrumental in reaching hidden and vulnerable populations. The outreach team has engaged with homeless individuals across various hotspots, creating connections grounded in respect and empathy. WUS's efforts have expanded through partnerships with businesses, schools, and community centers, further increasing its impact.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

WUS possesses the essential organizational capacity to achieve its proposed outcomes effectively. With nearly a decade of experience serving Oahu's homeless and those at risk, WUS has built a robust understanding of the homelessness crisis and the evolving needs within our community. Since 2013, we have consistently linked individuals with vital social services, offered temporary housing solutions, and provided skills training aimed at fostering self-reliance and social reintegration.

Organizational Knowledge: Our experience underscores our comprehensive understanding of the multi-layered challenges faced by homeless individuals on Oahu, enabling us to design interventions that effectively address root causes and promote

sustainable change. This insight informs the planning and implementation of programs that align with real-world needs, making us a trusted service provider in the homelessness support sector.

Staffing and Human Resources: In response to increasing service demands, we are shifting from a volunteer-based structure to a more sustainable model with a paid staff. Key hires will include a full-time Program Director and Program Assistant who will oversee coordination, planning, and implementation. This structured leadership will drive the effectiveness of our services, enhancing our ability to manage higher caseloads with precision. Additionally, an executive leader with dedicated support will ensure strategic growth, allowing for focused development and operational integrity.

Fiscal and Operational Resources: To ensure financial resilience and the sustainability of our mission, we will hire a dedicated grant management team. Their expertise will help us optimize resource allocation, streamline funding acquisition, and maximize the impact of every dollar. This approach will reinforce our fiscal stability, allowing us to continually meet community needs and expand our support capabilities.

Facilities and Technological Infrastructure: Establishing a central office will serve as a critical command center for our expanding operations. This hub will facilitate team coordination, intervention planning, and direct interaction with beneficiaries. By having a secure and consistent location, WUS can enhance communication with community stakeholders, and beneficiaries will have a safe place to seek support. Additionally, equipping our office with essential technology such as computers and data management systems will streamline case tracking, allow for efficient data analysis, and help us monitor the progress of our beneficiaries.

Stakeholders and Community Relationships: WUS's longstanding partnerships with local service providers and community organizations have been pivotal in delivering holistic support. These relationships enable us to extend our reach, amplify resource access, and strengthen programmatic impact. Our expanded staff and operational facilities will bolster these partnerships, further uniting the community in addressing homelessness.

Through this carefully planned expansion, WUS is well-positioned to scale its impact, delivering essential services with increased efficiency and reach. Our combination of experience, strategic staffing, robust fiscal management, and solid community connections ensures that WUS can successfully meet its proposed outcomes, improving the lives of Oahu's most vulnerable residents.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

1. Diversified Funding: WUS will build a robust financial foundation by diversifying our funding sources. This includes expanding grant acquisition efforts to secure multi-year funding from foundations, corporate sponsors, and government programs aligned with homelessness reduction and social services. Additionally, we will launch a donor engagement program targeting local businesses, individual donors, and philanthropic entities, fostering recurring contributions through sponsorships, matching funds, and

monthly donor options. These strategies will enhance our fiscal resilience and ensure steady revenue streams post-grant.

2. Social Enterprise Initiatives: We plan to develop social enterprise activities that align with our mission and offer income-generating opportunities for both the organization and our beneficiaries. For example, establishing a skill-based training program where participants create products or services can provide financial support for WUS and reinforce self-sufficiency in our clients. Revenues from these activities will supplement grant funding, gradually reducing reliance on external support.

3. Community Partnerships and Stakeholder Engagement: Strengthening existing collaborations with community stakeholders—such as local nonprofits, service providers, government agencies, and businesses—will amplify WUS's reach and impact. These partnerships will facilitate resource-sharing, advocacy, and collaborative funding opportunities, ensuring our services remain accessible and scalable. We will also actively participate in community coalitions to stay engaged with evolving best practices and shared resources in homeless support and social services.

4. Operational Efficiency and Data-Driven Adaptation: To ensure long-term sustainability, we will invest in data management and outcome tracking systems that allow us to assess program effectiveness continuously. This data-driven approach will enable us to make informed decisions on resource allocation and program adjustments, ensuring WUS remains agile and responsive to community needs.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Staffing and Expertise: US's dedicated leadership team includes experienced professionals with a deep understanding of homeless support services, financial management, and community outreach. With the planned addition of a full-time Program Director and Program Assistant, we will ensure continuity and structure in our service delivery. Our executive leader, supported by administrative staff, will prioritize long-term strategic planning, stakeholder engagement, and program development. Additionally, the grant management team will focus on securing and managing diverse funding sources, ensuring financial stability beyond the grant period.

Funding Diversification: WUS's proactive approach to funding involves establishing multi-year relationships with grantors, donors, and sponsors. Our grant management team is tasked with identifying opportunities for continuous funding from foundations, government programs, and corporate sponsors. This diversified funding plan also includes an individual donor engagement program aimed at building a loyal supporter base, providing a reliable revenue stream. Through these efforts, we will secure financial sustainability, reducing reliance on any single funding source.

Facilities and Infrastructure: The establishment of a central office equipped with necessary technology and resources enables WUS to operate efficiently, manage data effectively, and create a cohesive work environment. This centralized infrastructure will

serve as a hub for team coordination and beneficiary support, enhancing our capacity to expand services and manage a growing caseload.

Community and Stakeholder Partnerships: WUS has a strong foundation of partnerships with local nonprofits, social service providers, and government agencies, which are essential to our long-term growth. These collaborations not only extend our reach but also open up resource-sharing and co-funding opportunities that strengthen our service delivery and sustainability.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Home Bound Program #CT-DCS-2500074
   Grant Period: 10/10/2024-10/09/2025 Grant Amount: $150,000
   Grant Purpose: Public Service - Homeless
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Service

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Using culturally knowledgeable kupuna board members and volunteers within our two strategic initiatives offers multiple advantages that will enhance the effectiveness and reach of our Grant Activity.

First, in Hawaii kupuna are often afforded a sense of respect and authority. They have life experiences, wisdom, and perspectives that resonate well with people of different ages and backgrounds. By employing their expertise and experience, WUS creates a bridge of trust and rapport with homeless individuals or those on the verge of homelessness.

Kupuna are culturally knowledgeable, enabling them to better understand and meet the diverse needs of our constituents better. Different cultural groups have distinct perceptions about homelessness and support systems, and there can be language, customs, or other barriers preventing people from seeking help. Kupuna from those cultural backgrounds can help overcome these obstacles, making WUS services more accessible and acceptable.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Whitmore Economic Development Group
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	MAKAUKAU Workforce Development Training Program

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

The Whitmore Economic Development Group (WEDG), a non-profit created in 2013, is focused on empowering agricultural communities. Its mission is "to provide resources for sustainable and diverse agricultural business communities." WEDG's programs include workforce development, tech support for seniors, and resources for farmers, aiming to ensure community resilience and a thriving local economy.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

The project supports WEDG's initiatives to bolster agricultural community resilience through workforce training, senior tech assistance, and farming and ranching resources. Addressing workforce gaps, kupuna digital literacy, and agriculture operational support, it fulfills sustainable growth needs, enabling these communities to survive, thrive, and retain legacy practices amidst modern challenges.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The grant will deliver 84 workforce training sessions, 60 certification support activities, and 36 job placements, serving farmers, seniors, and agricultural workers. Outcomes will include improved job readiness, tech literacy, and business support. Success is measured by participation rates, certification completions, and job placements, enhancing community resilience and economic stability.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $16,667	☒ District 2 $16,667	☒ District 3 $16,667
☒ District 4 $16,664	☒ District 5 $16,667	☒ District 6 $16,667
☒ District 7 $16,667	☒ District 8 $16,667	☒ District 9 $16,667

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☒ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Justin Apa, President

11/19/2024
Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

_____
(Signature)

___Lilette Subedi_____
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that ___Justin Apa _____(name), _____President ___(title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

_____
(Signature)

_____Lilette Subedi___
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this _____ day of_____, 202__, before me appeared _____Lilette Subedi _____, personally known to me, who, being by me duly sworn, did say that he/she is the ___Secretary_____ of __Whitmore Economic Development Group_____ and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said __She_____ acknowledged said instrument to be the free act and deed of said corporation.

_____
Notary Public, State of Hawaii

My Commission expires:_____

Doc. Date:_____ # Pages _____
Name: _____ ____ Circuit
Doc. Description: _____
_____
_____
Signature Date
NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

WEDG is actively addressing the needs of low-to-moderate income populations in rural Hawaii through its Makaukau Training Program (MTP), a critical initiative in workforce development. The MTP specifically targeting construction industry opportunities, supports individuals in achieving multiple certifications and entry-level experience to secure sustainable employment.

Community Need and Target Population**:** Rural communities in Hawaii face unique economic challenges, with an estimated 40% of households living at or below the federal poverty line. Limited job training and employment opportunities leave many individuals, especially those in disadvantaged groups, without pathways to stable, higher-paying careers. The construction industry in Hawaii, crucial for local development and maintenance, is experiencing a shortage of skilled workers, which this program directly addresses.

The MTP supports individuals from low-to-moderate income backgrounds, including disadvantaged populations defined by ethnicity, age, gender, veteran status, and socioeconomic standing. Past trainees have ranged in age from 18 to over 50, with diverse backgrounds reflecting Hawaii's demographic mix.

Validating the Problem and Community Priority**:** Local economic studies highlight a direct need for accessible job training and certifications as a means of economic mobility. By securing certifications in high-demand construction skills, individuals can access better employment opportunities, with data showing that workforce training participants experience a 30% increase in employment. WEDG's ongoing community consultations further validate that construction certification and job placement services are community priorities, helping residents achieve economic stability.

Program Goals and Outcomes: The MTP is designed with specific, measurable outcomes to directly address these needs:

Workforce Development Training: WEDG plans to train 84 individuals over the coming year (7 trainees per month), ensuring that they acquire critical skills for the construction industry.

Certifications: Trainees will complete a minimum of eight essential construction certifications, including OSHA 10, Forklift Operator, and First Aid/CPR/AED, providing them with the qualifications necessary to be competitive in the job market.

Job Placement Referrals: A minimum of 36 participants will be placed in jobs upon completion of the program, with ongoing tracking to support and validate placement outcomes.

Each participant's training costs approximately $1,700, covering instruction, certification, and entry-level operational experience. This cost allows trainees to secure multiple certifications,

making them immediately employable in the construction industry. The total requested funding of $150,000.00 will enable 12 months of training sessions.

Impact of the MTP**:** The program has already demonstrated success, with recent placements including three trainees now employed at Island Mechanical Corporation. These placements reflect the direct, measurable impact of the MTP on both individual livelihoods and the local economy. By creating a pipeline of skilled workers, the program contributes to the sustainability of the construction industry in Hawaii while empowering individuals to achieve economic self-sufficiency.

Qualifying Data: Further data supporting the program's need includes:

Job Training Impact: Evidence shows that workforce training can increase employment opportunities by 30% or more, a vital improvement for participants from low-income backgrounds.

Economic Vulnerability: With 40% of rural households below the poverty line, workforce programs like MTP offer critical paths out of poverty by equipping individuals with industry-relevant skills.

Digital Literacy for Seniors: Studies reveal an 80% improvement in seniors' ability to access health and social services when equipped with basic tech skills, underscoring the importance of WEDG's holistic approach to community development.

Commitment to Community Priorities: WEDG continuously monitors program outcomes and solicits community feedback to ensure that services align with evolving needs. The organization's dedication to supporting economic development in low-to-moderate income areas underscores its mission of enhancing quality of life through sustainable, targeted workforce development, supporting both individual participants and the broader community.

WEDG's MTP provides targeted support to rural and disadvantaged communities in Hawaii, enabling sustainable economic growth and resilience through workforce training and job placement.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

WEDG proposes the Makaukau Training Program to address workforce gaps and economic challenges in Hawaii's rural communities. This program offers industry-focused training to equip low-to-moderate income individuals with essential skills and certifications for employment in the construction industry.
Participants complete twelve certifications, including OSHA 10, Forklift Operator, Telehandler Operator, and First Aid/CPR/AED. This prepares them not only to enter the workforce but also to advance their careers, promoting job stability and growth.

Scope of Services:

The MTP will deliver:

1. Workforce Development Training: Training for 84 individuals over 12 months, providing job-relevant skills for the construction industry.

2. Certification Achievement: Participants will earn twelve essential construction certifications, qualifying them for various industry roles.

3. Job Placement Referrals: WEDG will connect at least 36 participants to employment opportunities and provide transitional support as they enter the workforce.

Rationale for Choosing This Grant Activity**:** This program is informed by data highlighting a need for skilled workers in construction and limited access to job training in low-income, rural areas. Many residents face barriers to obtaining certifications due to high costs, isolation, and lack of local programs. With Hawaii's construction sector projected to grow, the Makaukau Program addresses both unemployment and labor shortages by equipping local residents with in-demand skills.

Effectiveness in Addressing Community Needs**:** The program offers critical access to sustainable employment for those in economic hardship. Studies show that job training improves employment rates by 30%, addressing high unemployment in rural Hawaii. The Makaukau curriculum is tailored to meet the needs of the construction industry, providing participants with both technical knowledge and practical experience.

Job placement services help bridge the gap between training and employment by supporting participants in securing stable positions with potential for advancement. The program cost of $1,700 per participant is strategically budgeted to maximize impact, with each individual earning multiple certifications that significantly boost employability.

In summary, the MTP responds directly to Hawaii's community need for accessible, effective workforce development, fostering economic resilience and enhancing quality of life for rural residents.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The MTP supports the sustainable improvement in the well-being and quality of life of low-to-moderate income communities in Hawaii by providing workforce training, certifications, and job placement support for individuals in rural areas. This grant activity directly addresses economic challenges in these communities by empowering individuals with skills that are highly demanded within the construction industry, leading to stable employment opportunities.

Measurable Outcomes**:** The program has set the following measurable outcomes:

1. Workforce Development Training: Train 84 individuals over a 12-month period, equipping them with job-relevant skills tailored to the construction industry.

2. Certifications Achieved: Ensure all participants earn a minimum of eight essential construction certifications, including OSHA 10, Forklift Operator, and First Aid/CPR/AED. These certifications make participants more competitive in the job market.

3. Job Placement: Facilitate employment opportunities for at least 36 participants, placing them in entry-level positions within the construction sector, with ongoing support to encourage job retention and growth.

Alignment with Grants in Aid Fund Priorities: This activity aligns with the Grants in Aid Fund's focus on economic development and public benefit by directly addressing workforce shortages, unemployment, and economic vulnerability in low-income, rural areas. The program's training, certification, and job placement services aim to lift individuals out of poverty through sustainable employment, helping to create a more resilient local economy. By developing a skilled workforce, the program also strengthens Hawaii's construction industry, which plays a vital role in infrastructure and economic growth.

Direct Benefits to the Target Population**:** For low-to-moderate income residents, particularly those facing barriers such as limited education, geographic isolation, and financial constraints, the program offers a unique opportunity to access high-quality training and secure well-paying jobs. The certifications provided enable participants to meet industry standards, opening doors to roles with career advancement potential.

Beyond job readiness, the program fosters confidence, stability, and self-sufficiency among participants, empowering them to support their families and contribute positively to their communities. With an estimated 40% of rural households living below the poverty line, these outcomes offer tangible improvements in quality of life by creating reliable employment paths.

The MTP aligns closely with the Grants in Aid Fund's economic development mission by addressing the specific workforce needs of Hawaii's rural, low-income communities, improving economic stability, and enhancing the overall well-being and quality of life for its participants.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

The MTP's action plan outlines structured phases, measurable milestones, and collaborative partnerships to achieve the targeted workforce development outcomes. Through this plan, we ensure that each participant receives quality training, certification, and job placement support, enhancing the program's effectiveness and impact.

Action Plan Phases and Milestones

1. Recruitment and Enrollment (Months 1-2):

- Milestone: Identify and enroll 84 participants (7 individuals per month) through outreach events, community networks, and partner referrals.
- Specific Events: Host orientation sessions and informational workshops to familiarize potential participants with program benefits and requirements.

2. Training and Certification (Months 2-11):

- Milestone: Deliver hands-on training sessions covering at least eight essential construction certifications, including OSHA 10, Forklift Operator, and First Aid/CPR/AED.
- Performance Measures:
  - Track completion rates per session.
  - Assess each participant's skill development and readiness for certification exams.
- Specific Events: Weekly training workshops and monthly certification assessments.

3. Job Placement Referral (Months 3-12):

- Milestone: Place at least 36 participants in entry-level construction roles by program completion.
- Performance Measures:
  - Record job placement rates, employer feedback, and participant retention within roles.
- Specific Events: Monthly employer engagement events to match participants with hiring partners.

4. Participant Support and Monitoring (Months 2-12):

- Milestone: Provide continuous mentoring and support to ensure participant success in training and job placement.
- Performance Measures: Track participant progress, certification achievements, and job retention over the first three months post-placement.

Partnerships and Roles

1. Industry Partners: Local construction companies, including Island Mechanical Corporation, are essential partners, helping connect participants with job openings and providing feedback on workforce readiness.
2. Certification Bodies: Collaborate with OSHA-certified trainers and accredited institutions to deliver recognized certifications.
3. Community Organizations: Partner with local nonprofits and workforce development agencies for participant recruitment, with a focus on reaching low-to-moderate income individuals.

Additional Performance Measures

Monthly Progress Reviews: Evaluate enrollment, training completion, and certification rates to ensure targets are met.

Quarterly Stakeholder Meetings: Gather feedback from partners, trainers, and employers to adjust program elements as needed.

By following this action plan with clear milestones, partnerships, and performance measures, the Makaukau Training Program is well-positioned to achieve its outcomes, providing a structured, supportive path for participants to gain skills, certifications, and stable employment.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

The Whitmore Economic Development Group (WEDG) requests a total of $150,000 to support the Makaukau Workforce Development Training Program—a construction readiness certification training program for individuals 18 years and older. We anticipate training at least 84 individuals and providing a minimum of eight industry standard certifications that significantly impact their socio-economic situations at either entry-level or for those seeking position upgrades.

TRAINING COSTS: $110,730 Allocating these funds for training materials, curriculum development ensures participants gain industry-relevant knowledge and hands-on skills. This investment equips trainees with the expertise needed to meet workforce demands, increasing their employability and career prospects. Certification training costs resulting in eight certifications for 84 individuals. The expected outcomes from this training will increase workforce readiness when participants graduate with the technical skills and certifications needed for immediate employment in the construction industry. The program will support local economies by creating a skilled labor pool, filling job vacancies, and fostering community growth.

EQUIPMENT RENTAL: $12,754 Forklift rental and legal hauling costs at $1,062.83 x 12. Access to proper construction equipment is vital for practical training. Renting advanced tools and machinery allows participants to train in real-world scenarios, enhancing their proficiency and confidence. This hands-on experience will make them competitive in the job market. The program will support local economies by creating a skilled labor pool, filling job vacancies, and fostering community growth.

TRAVEL and GROUND TRANSPORTATION:$2,520 Airfare and ground transportation for our certified program instructors is allocated at $210.00/month x 12 months. Covering travel and transportation costs for instructors ensures consistent program delivery, even in remote or underserved areas. It expands program accessibility, allowing individuals from diverse regions to participate and benefit from the training.

Contractor: WEDG allocated $2,000.00 per month x 12 months for the grant manager. A grant manager for the construction training program is crucial for ensuring the project's success, sustainability, and compliance with funding requirements. Managing the financial aspects of a grant is complex and requires adherence to strict guidelines. A grant manager ensures that funds are allocated and spent according to the grant terms, avoiding potential issues like overspending, underspending, or misuse of funds.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

The MTP timeline is structured to ensure a steady flow of recruitment, training, certification, and job placement activities. This phased approach ensures that each outcome is met in a timely manner over the 12-month program.

Timeline and Key Activities:

Months 1-2: Recruitment and Enrollment

- Activities:
  - Conduct outreach through community networks and information sessions.
  - Host orientation events to onboard participants and explain program benefits and requirements.
- Goal: Enroll 120 participants, averaging 10 new participants per month.

Months 2-11: Training and Certification:

- Activities:
  - Begin hands-on workforce development training sessions, covering essential certifications including OSHA 10, Forklift Operator, Telehandler, and First Aid/CPR/AED.
  - Conduct weekly training workshops and monthly certification exams.
  - Assess participant progress after each session to ensure successful completion of certifications.
- Milestones:
  - Monthly completion of training modules and certification exams, tracking participant achievements.
  - By Month 11, all participants have completed their five or more certifications.

Months 3-12: Job Placement and Employment Support:

- Activities:
  - Start job placement referrals in Month 3, engaging with industry partners to match participants with job openings.
  - Conduct monthly employer engagement events to introduce participants to potential employers.
  - Provide post-placement support to ensure job retention and address any participant challenges in transitioning to employment.
- Milestones:
  - Achieve placement of at least 36 participants by the end of the program.
  - Track employment status and retention for each placed participant.

Ongoing: Participant Support and Program Monitoring (Months 2-12):

- Activities:
  - Provide continuous mentorship and support for all participants during training and job placement phases.

- Collect feedback from participants, trainers, and employers to ensure program efficacy and adapt as needed.

- Milestones:
  - Monthly reviews to monitor progress on training completion and job placements.
  - Quarterly stakeholder meetings with partners to evaluate outcomes and make adjustments.

End of Month 12: Program Evaluation and Reporting

- Activities:
  - Review and compile program data on enrollment, certifications, job placements, and participant feedback.
  - Prepare final report detailing achievements, lessons learned, and impact on the target community.
- Goal: Submit a comprehensive program report summarizing all outcomes, successes, and areas for future improvement.

This timeline is designed to facilitate smooth, ongoing progress toward each measurable outcome, ensuring that recruitment, training, certifications, and job placements are achieved in a systematic and timely fashion.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

WEDG has a well-documented history of successfully implementing programs that align with the proposed outcomes, supporting the resilience and development of Hawaii's agricultural and rural communities. Over the past three years, WEDG's workforce training initiatives have reached over 400 individuals, including farmers, ranchers, and agricultural laborers. These programs, focused on enhancing employability through skill development in sustainable agriculture practices, job readiness, and industry best practices, have had an impressive impact.

Among program graduates, 75% successfully transitioned into employment within the agricultural sector, filling critical roles in Hawaii's food production and sustainability networks. Furthermore, 120 participants received certifications in areas like sustainable agriculture, pesticide management, and food safety, which not only met industry standards but also helped close a significant skill gap in the local agricultural workforce.

WEDG also demonstrates adaptability and foresight in addressing the digital divide for seniors through its "Kupuna Tech Connect" program, which provided over 200 digital literacy training sessions in the past two years. Reaching over 150 seniors, the program covered essential digital skills, including basic device use, online safety, and accessing healthcare and financial services digitally.

With a participant satisfaction rate of 90%, the program has improved seniors' quality of life by empowering them to connect with loved ones, access telehealth, and conduct essential transactions online. Post-training surveys revealed that 85% of participants reported increased confidence and capability in using technology, directly enhancing their independence and social connectivity.

In addition to direct skills training, WEDG offers crucial operational and financial support for Hawaii's agricultural businesses. This funding aid enabled several small farms to expand operations and diversify production, contributing significantly to Hawaii's long-term food security and agricultural resilience. WEDG's guidance also extended to business planning assistance, equipping farmers with skills in financial management, business strategy, and grant application processes to sustain and grow their operations.
Workforce development in the agricultural sector has also been a priority for WEDG, with training initiatives delivering over 60 certification support activities focused on agricultural sustainability, workplace safety, and regulatory compliance. These certifications prepared participants for meaningful employment and career advancement within the industry. Feedback collected from participants indicated that 80% felt more prepared for job opportunities in agriculture post-training, underscoring the program's impact on building a capable workforce aligned with industry demands.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

WEDG has the capacity, resources, and established community trust to achieve the proposed outcomes successfully. Its organizational knowledge is deeply rooted in central Oahu's agricultural and rural community needs, having served these areas since 2013 with programs in workforce development, senior tech support, and agricultural business resources. This knowledge enables WEDG to design relevant and impactful programs, leveraging expertise in rural workforce development and sustainable agriculture.

WEDG's staffing includes professionals with extensive backgrounds in agriculture, education, workforce development, and digital literacy, ensuring programs are expertly designed and delivered. The team includes: certified workforce trainers; agricultural advisors; and community engagement specialists who understand the specific challenges facing Hawaii's farmers, seniors, and rural workers. The team also includes grant managers and data analysts who monitor program outcomes, ensuring fiscal responsibility and accountability to funders.

Financially, WEDG is well-supported by diverse revenue streams, private donations, and partnerships with local businesses. This financial stability allows WEDG to plan, sustain, and scale its initiatives over time. Fiscal management is handled by a dedicated finance team that monitors budgets closely, providing transparency and aligning expenditures with program goals. Strong relationships with donors and grant makers ensure continued financial support for ongoing and expanded initiatives.

WEDG operates out of a well-equipped facility in Whitmore, a central hub for: training sessions; digital literacy classes; and resource distribution for the farming community. It includes:

classrooms; technology labs for hands-on senior tech training; and space for large-scale workshops and agricultural skill training. WEDG also has satellite locations for program delivery across Oahu, ensuring rural residents' accessibility.

Relationships with stakeholders bolster WEDG's impact. We collaborate with the: Hawaii Department of Agriculture; University of Hawaii's College of Tropical Agriculture and Human Resources; and local trade organizations, leveraging their resources and expertise to enrich program content and reach. Partnerships with tech companies allow WEDG to provide seniors with up-to-date digital tools, while relationships with agricultural suppliers ensure that farming and ranching participants have access to critical resources. Community advisory groups provide feedback, helping WEDG adapt its programs to evolving community needs.

WEDG's strong community ties foster trust and engagement among participants. This trust is essential for ensuring high participation rates and program effectiveness, especially in Hawaii's close-knit rural areas where relationship-building is critical. WEDG's longstanding presence and demonstrated success empower it to maintain these relationships and expand its network.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

WEDG's sustainability and expansion plan centers on diversified funding, strategic partnerships, and community integration. First, WEDG will pursue additional grants from state and federal programs, local foundations, and private sector sponsors to ensure continued financial support. Diversifying revenue streams with corporate sponsorships and collaborative funding agreements will mitigate reliance on any single source, enhancing long-term program stability.

WEDG is also building strategic partnerships with local agriculture businesses, technology providers, and educational institutions to expand resources and shared expertise. For example, collaborating with tech companies for the Kupuna Tech Connect program provides ongoing technology donations and software licenses. Partnerships with agricultural suppliers and industry groups will continue to support farmer resources, and collaboration with local universities offers internship programs, reducing staffing costs while involving students in agriculture and tech-focused community service.

To generate self-sustaining revenue, WEDG plans to offer fee-based workshops and certification programs for farmers and agricultural workers, allowing revenue generation through a sliding scale for participants who can afford to pay. Senior tech classes will also be structured as a series of workshops with optional memberships for continued tech support, generating modest revenue to offset operational costs.

Community integration is essential for long-term sustainability. WEDG's programs will engage community leaders, advisors, and former participants to develop peer-led models. As WEDG-trained individuals gain skills, they can contribute by training others, creating a self-reinforcing cycle of knowledge and skill-building within the community. Through these efforts, WEDG will sustain and expand activities, ensuring that its programs continue to bolster community resilience and economic stability well beyond the initial grant period.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

WEDG is well-positioned to sustain and expand its initiatives beyond the grant period due to its experienced team, diversified funding strategy, and strategic community partnerships. Our core team includes skilled program managers, grant writers, project coordinators, and financial managers with expertise in managing multi-stream funding and ensuring fiscal transparency. This professional competency reinforces our credibility, fostering trust with donors and partners for future collaborations.

WEDG's strong funding relationships with federal and state agencies, local foundations, and private donors create a broad and reliable funding base. This diversification reduces dependency on any single funding source, enhancing program stability even during grant fluctuations.

Partnerships with local agricultural businesses, technology providers, and educational institutions amplify our financial and operational resources, providing in-kind support such as equipment, volunteer hours, and specialized training. Additionally, WEDG's capacity to generate self-sustaining revenue through fee-based workshops and certifications is strengthened by our team's curriculum development and training expertise, ensuring these offerings are both high-quality and marketable.

Furthermore, WEDG leverages a network of past participants and community volunteers to support peer-led training models, reducing staffing needs and promoting a sustainable, community-driven approach. This blend of skilled staff, diversified funding, and strong partnerships provides WEDG with the foundation to sustain and scale its impact, fostering long-term development in Hawaii's agricultural communities well beyond the grant period.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: N/A
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

WEDG's MTP deeply integrates kupuna as instructors, mentors, and volunteers, fostering a unique age-inclusive environment that aligns with the goals of the Age-Friendly Honolulu Project.

Kupuna will serve as instructors in areas where their cultural knowledge, life experience, and practical skills are invaluable. For instance, they will lead workshops on: traditional agricultural practices; local ecology; and cultural storytelling; which contribute to both intergenerational knowledge transfer and community cohesion. Their role as instructors not only reinforces their value within the community but also allows younger generations to gain insights and skills rooted in Hawaiian heritage and sustainability.

As mentors, kupuna will provide guidance to younger participants, offering personal development insights, resilience strategies, and professional advice drawn from their own life experiences. This mentorship will span both professional and personal aspects, from teaching effective communication and problem-solving skills to modeling patience and resilience. Kupuna mentors will also support younger trainees in developing hands-on technical skills in

agriculture, encouraging responsibility and perseverance in the workplace. Their mentorship will help create a nurturing, supportive environment, community ties and promoting mutual respect across age groups.

WEDG has a dedicated project management and evaluation team skilled in data collection and outcome measurement. The team will implement age-specific tracking on kupuna involvement.

WEDG can provide quarterly reports detailing program participation, progress, and impacts specific to the senior community, ensuring transparency and compliance with Age-Friendly Honolulu's reporting standards. Data will be collected through surveys, attendance logs, and program assessments, enabling WEDG to demonstrate measurable impacts aligned with Age-Friendly goals.

Proposal 172

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Women in Need
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	WIN Transitional Housing Program

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Women in Need (WIN) was established in 1996 with the mission of "empowering Hawaii's families to lead healthy and full lives." For over 25 years, WIN has been a pillar of support for women and families in Hawaii, focusing on those facing critical challenges such as domestic violence, homelessness, and addiction.

WIN's work centers on providing safe and secure transitional housing, supportive services, and programs aimed at fostering self-sufficiency and long-term stability. The organization operates two transitional houses on Oahu and one transitional house on Kauai, that serve as sanctuaries for survivors of domestic violence and their families, offering them a secure environment to recover and rebuild their lives.

Through its holistic, trauma-informed approach, WIN addresses not only the immediate needs of safety and shelter but also provides comprehensive support, including counseling, job training, and financial literacy. Over the decades, WIN has grown to be a trusted partner in Hawaii's community, collaborating with local agencies and organizations to create a network of support for vulnerable populations.

By focusing on empowerment, education, and healing, WIN continues to make a lasting impact, helping families in Hawaii achieve independence and a brighter future.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

The WIN Transitional Housing Program provides safe, secure housing for survivors of domestic violence and families at risk of homelessness on Oahu. Through two transitional houses, the program addresses a critical **Public Service – Domestic Violence** public need for shelter and supportive services, fostering stability, self-sufficiency, and recovery.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The WIN Transitional Housing Program will serve 28 adults, 8 children, and 4 support animals annually. Outcomes include 100% of families provided safe and secure transitional housing, 60% of families transitioning to permanent housing, 70% participation in support services, and 90% reporting increased safety and self-sufficiency. Success is measured by housing stability, progress on action plans, and improved emotional and financial well-being for residents.

G. Council District **Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in <u>whole</u> numbers only.**		
☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $84,852	☐ District 8 $29,148	☐ District 9 $
Total Amount Requested (must be $25,000 to $150,000)	$114,000	

H. Type of Grant Activity (pick <u>ONE</u> category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☒ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Mary Scott-Lau — 12/7/24

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title: Mary Scott-Lau, Executive Director

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Lynn S Ruth
(Signature)

Lynn S. Ruth
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Mary Scott-Lau (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Lynn S Ruth
(Signature)

Lynn S. Ruth
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 19th day of November, 2024, before me appeared Lynn Ruth, personally known to me, who, being by me duly sworn, did say that he/she is the President of Women In Need and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said Lynn Ruth acknowledged said instrument to be the free act and deed of said corporation.

KIMBERLY L. PAEZ NOTARY No. 19-331 PUBLIC STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: July 28, 2027

Doc. Date: November 19, 2024 # Pages 1
Name: Kimberly L. Paez 1st Circuit
Doc. Description:
Cert. of BOD No Obligations in Arrears

11/19/2024
Signature Date

NOTARY CERTIFICATION

KIMBERLY L. PAEZ NOTARY No. 19-331 PUBLIC STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Community Need and Stated Problem
Hawaii faces a significant housing affordability crisis, with an estimated 50% of renters cost-burdened, paying more than 30% of their income toward housing costs. This issue is further exacerbated for survivors of domestic violence, who often flee abusive situations with minimal resources and face barriers to securing stable housing. The National Network to End Domestic Violence reported that 60% of service providers in Hawaii identified housing as a critical unmet need for survivors, with transitional housing offering a vital bridge to stability. Additionally, Hawaii's homeless population remains disproportionately high compared to other states, with the 2023 Point-in-Time Count identifying over 4,000 individuals experiencing homelessness, of which 30% are families. Many of these families have faced domestic violence, a leading cause of homelessness for women and children nationwide.

Target Population
The WIN transitional housing program specifically serves:

- Women and families escaping domestic violence, who often face dual vulnerabilities of trauma and economic hardship.
- Individuals at imminent risk of homelessness due to financial instability or lack of access to affordable housing.

Demographic data shows that survivors are predominantly women of childbearing age, with 76% of homeless families in Hawaii led by single mothers. The children in these families are at heightened risk for adverse childhood experiences (ACEs), negatively affecting their physical and mental health.

Validation and Evidence

1. **Economic Barriers and Housing Insecurity**
    - The Hawaii Department of Business, Economic Development & Tourism reports that the cost of living in Hawaii is 50% higher than the national average, creating systemic barriers for low-income families.
    - For domestic violence survivors, escaping abusive environments often requires leaving behind financial resources, further compounding housing insecurity.

2. **Domestic Violence as a Driver of Homelessness**
    - Studies show that 38% of all women who experience homelessness have been victims of domestic violence.
    - Without programs like WIN's transitional housing, survivors face increased risks of returning to their abuser or enduring chronic homelessness.

3. **Health and Social Impact**
    - Prolonged exposure to unsafe living conditions or homelessness worsens mental health outcomes, including PTSD and depression. WIN's program

aligns with evidence-based practices, addressing these concerns through trauma-informed care and empowerment programs.

4. **Community Priority**
    - Domestic violence shelters in Hawaii report being consistently at capacity, indicating a dire need for expanded services like transitional housing.
    - The City and County of Honolulu's GIA priorities emphasize public services targeting vulnerable populations, including victims of domestic violence and those at risk of homelessness, demonstrating alignment with local policy goals.

The WIN program fulfills a critical community need by offering transitional housing and supportive services to vulnerable families, ensuring safety, stability, and the ability to rebuild their lives. The program's success will directly contribute to reducing homelessness and breaking the cycle of domestic violence, underscoring its importance as a community priority.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Grant Activity Description
The proposed grant activity involves providing safe, secure, and supportive transitional housing for survivors of domestic violence on Oahu who are at imminent risk of homelessness. This program operates through the Halawa and Pearl City Transitional Houses, offering temporary housing and wraparound services to vulnerable families as they rebuild their lives. The funding will be used to cover the rent of the Halawa Transitional House and the utility costs for both the Halawa and Pearl City facilities, ensuring that these homes remain operational, welcoming, and conducive to recovery and stability.

Why We Chose This Grant Activity
Hawaii faces a severe housing affordability crisis, disproportionately affecting survivors of domestic violence who often flee abusive situations without the financial or social resources to secure stable housing. Domestic violence is a leading cause of homelessness for women and children, and without programs like transitional housing, these individuals are at risk of returning to abusive environments or falling into chronic homelessness.

The Halawa and Pearl City Transitional Houses are specifically designed to meet this urgent need. By offering a safe, structured environment, the program provides more than just housing—it offers a pathway to self-sufficiency through trauma-informed care, empowerment programming, and access to essential services such as case management, counseling, job training, and financial literacy. This holistic approach addresses both the immediate and long-term barriers to stability for survivors, equipping them with the tools to build a healthier, more independent future.

How This Grant Activity Will Address the Community's Problem/Need

1. **Safety and Stability**: Survivors of domestic violence often face immediate danger and the risk of homelessness. The transitional housing program provides a secure and stable environment, giving families the physical and emotional space to recover from trauma and plan their next steps.

2. **Breaking the Cycle of Abuse and Homelessness**: Without transitional housing, survivors are at a higher risk of returning to their abuser or experiencing prolonged homelessness. By offering a temporary refuge, this program prevents survivors from falling back into harmful cycles and provides a stepping stone toward permanent housing and independence.

3. **Support Services**: The program addresses the root causes of homelessness and instability through supportive services such as counseling, job training, and financial education. These services empower survivors to rebuild their lives and break free from the barriers created by abuse and poverty.

4. **Community Impact**: By addressing the immediate needs of some of Oahu's most vulnerable residents, this program contributes to reducing homelessness and domestic violence in the community. It also aligns with local policy priorities, including Honolulu's GIA Fund, which emphasizes services for economically and socially disadvantaged populations.

Through this grant activity, Women in Need (WIN) will continue to fulfill its mission of empowering Hawaii's families to lead healthy and full lives, providing vulnerable women and children with the foundation they need to heal, grow, and thrive.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

This Public Service project will directly benefit **28 adults, 8 children, and 4 service animals** during the Grant Term, ensuring that families impacted by domestic violence and at risk of homelessness have access to safe and supportive transitional housing. The project outcomes include:

1. **Housing Stability**
    - Provide temporary housing to **20 adults and 4 children** at the Halawa Transitional House and **8 adults, 4 children, and 4 support animals** at the Pearl City Transitional House during the grant period.
    - Achieve an average stay of 6-12 months, ensuring families have adequate time to stabilize and transition to permanent housing.

2. **Safety and Security**
    - Ensure that all residents experience a safe, secure, and supportive environment during their time in transitional housing, free from violence and housing instability reported through a semi-annual satisfaction survey.

3. **Improved Self-Sufficiency**
    - At least **70% of residents** will complete individualized action plans that include participation in job training, financial literacy programs, counseling, or other supportive services.

4. **Permanent Housing Placement**
    - At least **60% of households** will transition into permanent, stable housing upon completing the program.

5. **Wellness and Recovery**
    - Reduce adverse childhood experiences (ACEs) for children by providing a nurturing, stable environment and access to educational and recreational resources.
    - Support adult residents in achieving emotional recovery through trauma-informed care and counseling services.

Alignment with Grants in Aid Fund Purposes and Priorities
This project directly aligns with the purposes and priorities of the GIA Fund by targeting one of Oahu's most vulnerable populations—families impacted by domestic violence and at risk of homelessness. The program addresses critical public service needs through:

1. **Providing Public Services**:
    - The project offers essential support to survivors of domestic violence, a group explicitly identified as a priority for the GIA Fund.
    - Services are designed to benefit economically and socially disadvantaged populations, including children and individuals experiencing housing insecurity.

2. **Promoting Equity and Inclusion**:
    - The Pearl City Transitional House uniquely accommodates families with support animals, removing a common barrier to housing for those who rely on companion animals for emotional support.
    - The program contributes to Honolulu's vision of inclusive support services, addressing the needs of families who might otherwise fall through the cracks.

3. **Preventing Homelessness**:
    - By providing transitional housing and equipping families with the tools to achieve self-sufficiency, the project reduces the number of individuals entering homelessness and helps to break the cycle of poverty and instability.

Direct Benefits to the Target Population
The measurable outcomes of this project will have immediate and long-term benefits for the target population:

1. **Immediate Safety**:
    - Families escaping domestic violence will have access to safe, secure housing, ensuring physical and emotional safety.

2. **Pathway to Stability**:
    - Supportive services such as case management, financial literacy training, and job readiness programs will empower residents to rebuild their lives and achieve independence.

3. **Family Well-Being**:
    - By providing a stable environment, children will benefit from improved emotional and educational outcomes, while families with support animals will experience reduced stress and enhanced well-being.

4. **Breaking Cycles**:
    - The program addresses root causes of homelessness and abuse, enabling survivors to recover, thrive, and avoid returning to unsafe environments.

This project represents a high-impact, comprehensive solution to two critical community issues—domestic violence and homelessness—delivering lasting benefits to the individuals and families served.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

To achieve the stated measurable outcomes, Women in Need (WIN) has developed a structured, step-by-step action plan that ensures efficient delivery of services, consistent monitoring of progress, and the successful transition of families into permanent housing. The plan includes measurable milestones, key activities, and performance metrics.

Month 1: Program Setup and Resident Onboarding

- **Milestone:** Ensure both Halawa and Pearl City Transitional Houses are fully operational.
    - Prepare housing units for occupancy by conducting safety inspections and maintenance.
- **Activity:** Begin intake and onboarding of new residents.
    - Screen and enroll families through WIN's referral network, including domestic violence shelters, social service agencies, and partner organizations.
    - Create individualized action plans for each family, identifying specific goals (e.g., securing employment, enrolling in counseling, obtaining permanent housing).
    - Provide residents with orientation on house rules, safety protocols, and available support services.
- **Performance Measure:** 100% of housing units occupied by qualified families by the end of Month 1.

Months 2-3: Stabilization and Support Services

- **Milestone:** All residents actively participating in case management and support services as they see fit for their family.
- **Activity:**
    - Assign each family a case manager to provide individualized support and track progress on action plans.
    - Conduct trauma-informed counseling sessions to address emotional and psychological needs.
    - Provide job readiness training, resume workshops, and referrals to employment resources.
    - Offer financial literacy classes focusing on budgeting and savings to prepare families for independent living.

- **Performance Measure:** At least 70% of residents participating in one or more support services within the first three months.

Months 4-6: Progress Assessment and Housing Transition Preparation

- **Milestone:** Mid-program evaluation of residents' progress toward self-sufficiency.
- **Activity:**
  - Conduct bi-monthly case reviews to assess progress on goals and adjust action plans as needed.
  - Collaborate with housing agencies and landlords to identify permanent housing options for families nearing program completion.
  - Provide workshops on tenant rights, responsibilities, and maintaining housing stability.
  - Begin connecting residents with long-term community resources for post-program support.
- **Performance Measure:** At least 50% of residents will have begun the process of securing permanent housing by the end of Month 6.

Months 7-12: Transition and Completion

- **Milestone:** Successful transition of families to permanent housing.
- **Activity:**
  - Provide ongoing support during the transition, including moving assistance and follow-up case management.
  - Ensure that all children in the program have been enrolled in stable educational settings.
  - Conduct exit interviews and satisfaction surveys to evaluate program impact and identify areas for improvement.
- **Performance Measure:**
  - At least 60% of households transition to permanent housing by the end of the program term.
  - 90% of residents report feeling safer and better prepared for self-sufficiency.

Community Partnerships

1. **Local Domestic Violence Shelters and Social Service Agencies**:
   - Provide referrals and support the intake process.
2. **Employment and Training Agencies**:
   - Offer job readiness and skill-building workshops.
3. **Housing Agencies and Landlords**:
   - Collaborate to identify and secure affordable, permanent housing for families.
4. **Community Organizations**:
   - Assist with family activities, such as educational workshops, childcare, and recreational outings.

Ongoing Monitoring and Evaluation Throughout the grant period, WIN will track progress toward all measurable milestones, adjusting strategies as needed to ensure successful outcomes. Monthly reports will be submitted to evaluate program performance and align activities with the stated goals.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

The budget in Section III is designed to directly support the successful implementation and outcomes of the Women in Need (WIN) Transitional Housing Program. WIN is respectfully

requesting a total of $114,000 to ensure that safe housing and supportive services are provided to our community. The breakdown of the budget and its alignment with desired outcomes is as follows:

1. Utility Costs for Halawa and Pearl City Transitional Houses

- **Monthly Costs:** $1,554 per house for 12 months
- **Annual Total:** $37,296
    - This allocation covers essential utility services, including electricity (HECO), water (Board of Water Supply), and internet/phone services (HawaiianTelcom). Reliable utilities ensure that both transitional houses remain fully operational and provide residents with a safe and comfortable living environment. These utilities support daily activities, case management communications, and residents' ability to stabilize and rebuild their lives.

2. House Rental Costs for Halawa Transitional House

- **Monthly Rent:** $4,642
- **Annual Total:** $55,704
    - This funding secures the Halawa Transitional House, which serves as temporary housing for 20 adults and 8 children annually. Ensuring consistent payment of rent guarantees that the program can maintain uninterrupted services for families, offering them stability and a safe environment to recover from trauma and work toward permanent housing.

3. Professional and Contractual Services: Technical Assistance & Training

- **Monthly Contracted Amount:** $1,750
- **Annual Contract Amount:** $21,000
    - Dawn Martin, a Licensed Mental Health Counselor with over 20 years of experience in trauma-informed care and federal grant program quality assurance, will provide:
        - **Technical Assistance:** Support program deliverables and enhance data collection processes, ensuring alignment with grant reporting requirements and programmatic goals.
        - **Training:** Deliver trauma-informed care training for case managers, equipping them to provide empathetic, effective, and evidence-based services to residents.
        - **Program Development:** Assist in refining best practices, improving the quality of services provided, and fostering long-term sustainability of the program.

Alignment with Desired Outcomes

- **Safe and Stable Housing:**
    - Utility and rent costs directly ensure that both houses remain operational, accommodating 28 adults, 8 children, and 4 support animals over the grant period. This stability is critical for achieving outcomes such as preventing homelessness and providing a safe environment for recovery.

- **Enhanced Service Delivery:**
    - Dawn Martin's expertise will strengthen the program's capacity to meet its objectives, particularly in trauma-informed care, which is vital for supporting domestic violence survivors. Her assistance with deliverables and data collection will also improve program evaluation and sustainability.

- **Resident Empowerment and Self-Sufficiency:**
    - Reliable utilities and housing enable residents to focus on personal growth through counseling, job training, and financial literacy programs.
    - Technical assistance and training ensure that case managers are well-equipped to guide residents toward achieving their individualized goals.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

The timeline below outlines the activities and milestones required to achieve the desired outcomes for the WIN Transitional Housing Program. It is realistic, actionable, and designed to align with the grant term while ensuring the program meets its measurable goals. This timeline will be reflected in Section IV.

Month 1: October

- **Key Activities: Program Setup and Onboarding**
    - Ensure rent and utilities are set up to operationalize the Halawa and Pearl City houses.
    - Conduct maintenance and safety checks on both houses.
    - Begin resident intake and onboarding, including needs assessments and creation of individualized action plans.
    - Conduct trauma-informed care training for case managers with Dawn Martin.
- **Milestone:** 80% of housing units occupied by eligible families by the end of the month.

Months 2-3: November to December

- **Key Activities: Stabilization Phase**
    - Case managers provide one-on-one support to residents, monitoring progress on action plans.
    - Deliver support services, including financial literacy classes, job readiness training, and counseling.
    - Dawn Martin aids in developing program deliverables and setting up data collection systems.
    - Provide children with access to educational and recreational resources.
- **Milestone:** 70% of residents actively participating in support services by the end of December.

Months 4-6: January to March

- **Key Activities: Mid-Program Evaluation and Housing Preparation**
    - Conduct mid-program evaluations to assess progress and adjust individualized plans as needed.
    - Continue trauma-informed care training for new case managers or staff needing additional support.
    - Partner with local housing agencies and landlords to identify permanent housing options.
    - Host workshops on tenant responsibilities and securing stable housing.
- **Milestone:** At least 50% of families engaged in permanent housing preparation by the end of March.

Months 7-9: April to June

- **Key Activities: Transition Phase**
    - Facilitate the transition of families into permanent housing by providing moving assistance and referrals to community resources.

- Conduct final evaluations for residents nearing program completion, ensuring they meet self-sufficiency goals.
- Begin post-program follow-up planning, identifying ongoing support needs for transitioning families.

- **Milestone:** 40% of households transitioned to permanent housing by the end of June.

Months 10-12: July to September

- **Key Activities: Program Completion and Post-Program Support**
  - Complete all resident transitions to permanent housing.
  - Conduct exit interviews and satisfaction surveys to evaluate program impact and identify areas for improvement.
  - Analyze program data collected throughout the year to assess performance metrics and prepare final reports.
  - Host a program reflection and improvement session with staff to plan for future grant cycles.
- **Milestone:** 60% of households successfully transitioned to permanent housing and 90% of residents report feeling safer and more self-sufficient by the end of September.

Ongoing Activities (Months 1-12)

- Monthly case management and individualized action plan reviews.
- Regular utility and rent payments to maintain uninterrupted services.
- Submission of required financial and programmatic reports as per grant guidelines.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Women in Need (WIN) has a strong track record of success in operating transitional housing programs for survivors of domestic violence and families at risk of homelessness on Oahu & Kauai. Over the past 25 years, WIN has developed expertise in providing safe housing and trauma-informed care, consistently achieving measurable outcomes that align with the proposed grant activity.

1. Historical Program Outcomes

- **Housing Stability:** Over the last year, the Halawa Transitional House housed 22 adults and 13 children, while the Pearl City Transitional House supported 10 adults, 11 children, and 5 support animals. These families transitioned from unsafe or unstable conditions to a secure and supportive environment.
- **Permanent Housing Transitions:** 62% of families successfully moved into permanent housing upon completing the program, demonstrating WIN's ability to achieve long-term housing stability for residents.
- **Support Service Participation:** More than 75% of residents engaged in case management, financial literacy training, and job readiness programs, equipping them with the skills necessary to maintain independence after leaving transitional housing.

2. Trauma-Informed Care

WIN's trauma-informed approach has been a cornerstone of its success. Through counseling, emotional support, and training for case managers, the program helps residents overcome the psychological impacts of domestic violence. Feedback from residents shows that:

- 85% reported feeling safer and more confident in their ability to rebuild their lives.
- 78% expressed satisfaction with the support and resources provided during their stay.

3. Unique Offerings
The Pearl City Transitional House is the only program in Hawaii that accommodates families with support animals, addressing a critical gap for survivors who rely on companion animals for emotional support. This inclusion has:

- Enabled 100% of residents with support animals to retain their pets while accessing housing and services.
- Improved residents' emotional well-being and reduced stress during their transition.

WIN's proven success in operating transitional housing programs, combined with its trauma-informed care and comprehensive support services, demonstrates its capacity to achieve the proposed outcomes. By building on this track record, WIN will continue to provide life-changing services to Oahu's most vulnerable families, ensuring safety, stability, and pathways to independence.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Applicant Capacity to Achieve Proposed Outcomes
Women in Need (WIN) possesses the organizational capacity, infrastructure, and resources necessary to successfully achieve the proposed outcomes of the transitional housing program. The organization's capacity is demonstrated through its knowledge, experienced staff, fiscal responsibility, facilities, and strong community relationships.

1. Organizational Knowledge

- **Established Expertise:** With over 25 years of service, WIN has extensive experience operating transitional housing programs and supporting survivors of domestic violence and families at risk of homelessness.
- **Specialized Focus:** WIN is deeply familiar with the challenges faced by its target population and utilizes evidence-based, trauma-informed practices to address these needs effectively.
- **Proven Track Record:** WIN has consistently met or exceeded outcome goals, including permanent housing transitions, increased self-sufficiency, and resident safety and well-being.

2. Experienced and Skilled Staffing

- **Leadership Team:** WIN's leadership team brings decades of experience in social services, domestic violence advocacy, and program management. Their expertise ensures strategic planning and effective implementation.
- **Case Managers:** Trained in trauma-informed care and client-centered approaches, case managers provide personalized support to residents, helping them achieve housing stability, financial independence, and emotional recovery.
- **Technical Assistance:** WIN has contracted Dawn Martin, a licensed mental health counselor with over 20 years of experience in trauma-informed care and federal grant

program quality assurance. She will support program deliverable development, data collection, and staff training to enhance outcomes.

3. Fiscal Resources and Management

- **Grant Management Experience:** WIN has successfully managed multiple federal, state, and local grants, ensuring compliance with strict reporting and budgetary guidelines.
- **Diversified Funding:** The organization secures funding from a variety of sources, including grants, private donations, and fundraising events, ensuring financial stability and the ability to sustain program activities.
- **Financial Oversight:** WIN employs robust financial management practices, including regular audits and transparent reporting, to maintain accountability and efficient use of resources.

4. Facilities and Operational Resources

- **Transitional Housing:** The Halawa and Pearl City houses provide safe, well-maintained environments for families in crisis. These facilities include accommodations for individuals, families, and support animals, meeting a unique community need.
- **Utilities and Maintenance:** Essential services such as electricity, water, internet, and phone are consistently provided to ensure the houses remain operational and comfortable for residents.

5. Stakeholders and Relationships

- **Community Partnerships:** WIN collaborates with housing agencies, employment services, healthcare providers, and local nonprofits to offer comprehensive support to residents.
- **Housing Agencies:** These partnerships streamline permanent housing placements for residents completing the program.
- **Employment Partners:** Collaborative efforts with job training and placement organizations ensure residents are equipped to achieve financial independence.
- **Support Networks:** WIN works closely with local domestic violence shelters and social service agencies to provide referrals and access to additional resources.

6. Data-Driven Approach

- **Performance Monitoring:** WIN uses a data collection system to track resident progress, service participation, and program outcomes.
- **Continuous Improvement:** Regular analysis of program data informs adjustments and improvements, ensuring alignment with best practices and grant requirements.

7. Long-Term Sustainability

- **Comprehensive Support Services:** WIN offers a holistic approach to empower residents through counseling, financial literacy training, job readiness programs, and more.
- **Community Impact:** By addressing homelessness and domestic violence, WIN contributes to a safer, more stable community.

Through experienced leadership, skilled staff, strong community relationships, and sound financial and operational management, WIN is well-positioned to achieve the proposed outcomes. Its infrastructure and resources provide a solid foundation for ongoing success and meaningful impact in Oahu's community.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Women in Need (WIN) is committed to sustaining and expanding the Transitional Housing Program to ensure continued support for families impacted by domestic violence and homelessness on Oahu. The following plan outlines strategies to maintain program operations and enhance its long-term impact:

1. Diversified Funding Sources
WIN has a proactive strategy to secure funding from various sources to ensure financial stability beyond the grant period. This includes:

- **Grants:** Ongoing applications for local, state, and federal grants focused on housing, domestic violence, and homelessness prevention.
- **Donations:** Expanding donor outreach campaigns and partnerships with businesses, foundations, and community organizations.
- **Fundraising Events:** Hosting annual events to raise funds and awareness for the program.
- **Partnerships:** Strengthening collaborations with housing agencies, social service providers, and local government to access additional resources and support.

2. Program Expansion

- WIN aims to scale the program by adding more transitional housing units on other islands to serve a greater number of families.
- Incorporating specialized services such as employment partnerships, child care, and educational support for children to enhance self-sufficiency outcomes.

3. Strengthening Partnerships
WIN will deepen partnerships with local organizations and stakeholders to pool resources, share expertise, and create a robust referral network. Key partnerships include:

- Housing agencies to secure permanent housing placements for graduates of the program.
- Employment agencies to provide stable job opportunities for residents.
- Educational programs for children's sustained educational needs.

4. Focus on Measurable Impact
The program will continue to collect and analyze data to demonstrate success in achieving outcomes, which will:

- Strengthen future grant applications by showcasing program effectiveness.
- Provide evidence for local government support and advocacy for additional funding.

5. Community Awareness and Advocacy
WIN will invest in community outreach efforts to raise awareness of the program's impact, garner public support, and advocate for policies that prioritize funding for housing and support services for survivors of domestic violence.

Long-Term Community Benefits
This program's impact extends beyond the immediate needs of its residents. By addressing domestic violence and homelessness, WIN:

- Contributes to breaking intergenerational cycles of trauma.
- Enhances community safety and stability.
- Reduces the strain on public services such as shelters and healthcare systems.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Women in Need (WIN) has the organizational capacity, resources, and strategic planning in place to sustain the transitional housing program and its outcomes beyond the grant period. These efforts are supported by dedicated staffing, diversified funding sources, and strong community partnerships.

1. Experienced and Dedicated Staffing

- **Leadership:** WIN's leadership team has over 25 years of experience managing transitional housing programs and supporting survivors of domestic violence. This expertise ensures the program's continued success and sustainability.
- **Case Managers:** Trained in trauma-informed care and client-centered approaches, WIN's case managers are equipped to deliver high-quality services, providing residents with the support needed to achieve long-term stability.
- **Technical Expertise:** WIN's partnership with licensed mental health counselor Dawn Martin for technical assistance and staff training ensures the development of sustainable practices and enhances program quality.

3. Strong Community Partnerships

- **Collaborations:** WIN maintains partnerships with housing agencies, employment services, and mental health providers to deliver a comprehensive support network for residents. These partnerships help offset program costs and extend service availability beyond the grant term.
- **Volunteer Engagement:** Community volunteers and pro bono service providers contribute additional resources, such as educational workshops and wellness activities, to enhance the program's offerings.

4. Infrastructure and Operational Capacity

- **Facilities Management:** WIN ensures the continued operation and maintenance of the Halawa and Pearl City Transitional Houses through responsible financial planning and partnerships with utility providers.
- **Long-Term Planning:** WIN employs robust strategic planning to address operational needs and expand housing capacity as the program grows.

5. Sustainability and Impact

- **Resident Independence:** By focusing on financial literacy, job readiness, and trauma recovery, WIN empowers residents to maintain long-term stability, reducing their reliance on program services.
- **Community Advocacy:** WIN actively advocates for policies and resources that support survivors of domestic violence and families experiencing homelessness, contributing to systemic change and greater sustainability.

With experienced staff, diversified funding, and strong partnerships, WIN is well-positioned to sustain the program and its benefits for Oahu's most vulnerable families beyond the grant period. These efforts ensure the continued availability of critical services and long-term community impact.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Work Now Hawaii
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Next Steps Initiative

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Established in 2017, Work Now Hawaii is dedicated to championing employment rights for individuals with disabilities. Our programs provide real-world work experience and certifications for people with disabilities, addressing employment challenges and exemplifying a forward-thinking approach to meaningful opportunities.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Work Now Hawaii's outreach initiative supports individuals with disabilities, especially those in the justice system, by offering career development opportunities. Through mentorship, job skills training, and essential support services, we fill a significant gap by helping underserved groups become workforce-ready, reducing repeat offenses, and paving the way for stable, long-term employment.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The initiative provides job training, mentorship, and career placement support to justice-involved individuals with disabilities. Success will be measured by the number of participants enrolled and those connected with services, aiming to serve over 100 people. Our goal is to connect 65% of participants to employment opportunities or support services within six months of program completion.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☒ District 3 $ 25,000
☒ District 4 $ 50,000	☒ District 5 $ 50,000	☐ District 6 $
☒ District 7 $ 25,000	☐ District 8 $	☐ District 9 $
Total Amount Requested (must be $25,000 to $150,000)	$ 150,000	

H. Type of Grant Activity (pick <u>ONE</u> category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☒ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title:

Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

_____
(Signature)

_____
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that _____(name), _____(title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

_____
(Signature)

_____
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this _____ day of_____, 202__, before me appeared _____, personally known to me, who, being by me duly sworn, did say that he/she is the _____ of _____ and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said _____ acknowledged said instrument to be the free act and deed of said corporation.

_____
Notary Public, State of Hawaii

My Commission expires:_____

Doc. Date:_____ # Pages _____
Name: _____ ____ Circuit
Doc. Description: _____
_____
_____
Signature Date
NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. ***(5,000 character count limit)***

Individuals reentering society after justice involvement face significant obstacles, particularly those with disabilities. They often lack essential resources for a stable transition, with unmet physical, mental, and social needs. Without targeted support, they experience higher rates of recidivism, unemployment, and isolation.

The Problem: Nationally, approximately 38% of individuals in state and federal prisons report having at least one disability, a rate significantly higher than the general population. Notably, two-thirds of these individuals experience cognitive disabilities. In Hawaii, the recidivism rate for a cohort of male inmates released in 2016 was 54.8%, and 51.3% for the female cohort, indicating a substantial challenge in successful reintegration.

Compounded Vulnerabilities: Justice-involved individuals with disabilities face multiple challenges. They are four to ten times more likely to be abused than their peers without disabilities, leading to increased discrimination and social isolation. Additionally, they experience higher rates of poverty and homelessness, further hindering successful reentry. The lack of targeted reentry services exacerbates these issues, particularly in areas with limited resources.

Broader Employment Impacts: Disabilities significantly impact employment prospects. In Hawaii, about 12.1% of adults have mobility disabilities, and 12.8% have cognitive disabilities. A history of justice involvement compounds these challenges, making securing accommodations and stable employment more difficult, which are crucial for reducing recidivism.

Community and Economic Consequences: High recidivism and workforce exclusion impose economic and social burdens on Honolulu County. In 2020, Honolulu's crime rate dropped to its lowest level since 1975, yet challenges remain in reducing recidivism among justice-involved individuals with disabilities. Persistent unemployment in this group increases public spending on incarceration and strains community resources.

Unique Honolulu Barriers: Honolulu faces unique reentry challenges for justice-involved individuals with disabilities, including limited workforce programs and barriers in housing, transportation, and healthcare access. The city's housing affordability crisis is evident, with only 20% of households able to afford a single-family home, a significant drop from 44% in 2021. Additionally, the backlog in building permits has delayed construction projects, further limiting housing availability. These factors combined with transportation and healthcare access issues, including a lack of mental health support, underscore the urgent need for inclusive workforce solutions to support this vulnerable population.

Effective Solutions and Outreach: National evidence underscores the effectiveness of mentorship, tailored job training, and support services in improving reentry outcomes for justice-involved individuals with disabilities. For instance, a study found that youth with

disabilities who were engaged in supportive services within six months of release were 2.38 times less likely to be re-incarcerated at 12 months. Proactive engagement with this population not only reduces recidivism but also fosters long-term economic and social benefits for communities like Honolulu. Implementing these strategies is essential for building a more inclusive and supportive society.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. ***(3,000 character count limit)***

Work Now Hawaii (WNH) proposes a grant activity designed to expand outreach and connect justice-involved individuals with disabilities in Honolulu County to critical workforce development and reentry programs. This project focuses on three core components: targeted outreach, workforce readiness support, and coordinated reentry services. Together, these elements address barriers to employment for one of the community's most vulnerable populations.

The targeted outreach component builds connections with justice-involved individuals by engaging through community events, partnering with local justice system agencies, and working directly with schools that serve at-risk youth. Collaborating with organizations like correctional facilities and community groups enables WNH to engage individuals with disabilities who often lack access to traditional workforce resources. The project prioritizes outreach in Title 1-DOE schools and SPED departments, focusing on underserved, at-risk, and justice-involved youth to encourage early workforce engagement.

In the workforce readiness support component, WNH conducts skill-building workshops tailored to the needs of justice-involved individuals with disabilities. These sessions will teach resume development, interview preparation, and workplace communication skills, empowering participants with confidence and practical tools for success. WNH will also provide vocational training and job placement support in partnership with local businesses. For long-term support, participants will be paired with mentors who have lived experience of either incarceration or disability, offering guidance and encouragement to help participants maintain employment and navigate workplace challenges.

The coordinated reentry services component includes case management and ongoing support. Each participant will have access to a dedicated case manager who will provide personalized guidance and career planning. Participants will be supported through six months post-placement, ensuring access to essential resources and coaching. This approach will allow WNH to help participants overcome the unique barriers they face, reducing the likelihood of recidivism and improving their chances of sustainable employment.

WNH chose this multi-pronged approach to directly respond to Honolulu's pressing need for increased services that bridge the gaps in employment access for justice-involved individuals with disabilities. The challenges faced by this population are significant and unique: few workforce programs are equipped to address the compounded barriers of justice involvement and disability, resulting in high unemployment rates and increased recidivism risk. By implementing a comprehensive outreach and support framework, WNH can bring meaningful change to Honolulu County, enhancing social and economic stability by helping individuals integrate successfully into the workforce.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. ***(3,000 character count limit)***

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

During the Grant Term, WNH will engage 100 justice-involved individuals with disabilities across Honolulu County, focusing on creating pathways to sustainable employment and addressing critical workforce readiness needs. Our island-wide approach will be facilitated through strategic collaborations with schools, correctional facilities, and community centers to ensure our services are accessible and impactful.

We aim to partner with Olomana School and the Hawaii Youth Correctional Facility (HYCF) to provide mentorship, job training, and reentry support for youth and young adults in the Windward area. These partnerships will help develop workforce development programs that prepare participants to reintegrate successfully. We will also collaborate with Title I schools, including Kailua High School, to reach students facing profound economic and social challenges. By delivering career development resources and comprehensive support, we aim to inspire early workforce engagement and provide a positive path forward. This proactive approach not only equips students with essential skills but also helps mitigate the risk of behaviors that could lead them into the justice system, fostering opportunities for a more secure and promising future.

Our headquarters in District 5 will serve as the operational hub for our efforts. Here, we will partner with McKinley High School, a Title I school in the district, to streamline services and support students. We will also collaborate with institutions like Kaimuki High School and the Hawaii School for the Deaf and Blind in District 4 to ensure comprehensive outreach and support for vulnerable populations. By integrating with these schools, we will offer job-readiness workshops, case management, and mentorship designed to address the compounded challenges faced by our target population.

We will host weekly outreach events, engaging participants with resources that connect them to mentorship, job skills training, and employment opportunities. Our measurable outcomes include engaging 100 individuals, with at least 50% expressing interest in additional services such as job-readiness workshops or mentorship programs. We aim to guide 40 participants into ongoing workforce development services, with 60% securing employment or enrolling in vocational training programs by the end of the grant period.

These outcomes align with the purposes and priorities of the GIA Fund by addressing the social and economic disparities experienced by justice-involved individuals with disabilities. Our services directly benefit this target population by providing a supportive network and removing barriers to employment, ultimately reducing recidivism rates and fostering economic stability. By partnering with schools and correctional facilities across various districts, we ensure that our program supports the community's most vulnerable members and contributes to a stronger, more inclusive workforce throughout Honolulu County.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. ***(3,000 character count limit)***

Our action plan drives measurable outcomes for justice-involved individuals with disabilities through targeted outreach, strategic partnerships, and comprehensive support. We focus on structured activities, milestone tracking, and continuous evaluation to promote progress toward employment and training goals.

Key Partnerships and Roles

Hawaii Youth Correctional Facility (HYCF), Oahu Community Correctional Center (OCCC), and Olomana School: We partner with HYCF, OCCC, and Olomana School to implement reentry programs emphasizing mentorship, skills training, and individualized support. Working with school counselors and correctional staff, we tailor services to meet each participant's needs, ensuring a smooth transition with essential resources.

Title I Schools in Districts 3, 4, and 5: Collaborating with Kailua High School, Kaimuki High School, McKinley High School, and the Hawaii School for the Deaf and Blind allows us to deliver job-readiness workshops and mentorship on campus. We work with teachers and counselors to identify students in need and customize services to overcome barriers to employment.

Operational Hub in District 5: Our headquarters coordinates island-wide activities, organizing outreach events, managing communications, and tracking outcomes.

Action Steps and Milestones

1. **Bi-Weekly Outreach Activities:** We host events at schools, correctional facilities, and community centers, connecting participants to career resources, mentorship, and job training. We aim to reach 100 individuals monthly, tracking attendance and engagement.
2. **Participant Engagement and Assessment:** In the first quarter, we assess each participant's needs. We expect 50% of attendees to express interest in ongoing services, tracked through registrations and follow-ups. These insights help us customize support and allocate resources effectively.
3. **Enrollment in Workforce Programs:** By the end of the second quarter, 40 individuals will enroll in ongoing programs, each receiving a personalized action plan outlining steps toward employment or training. We monitor enrollment and progress, making data-driven adjustments as needed.
4. **Employment and Training Outcomes:** By the end of the grant period, we aim for 60% of participants to secure employment or continue training. We measure this through follow-up assessments and feedback from employers and participants.

Performance Measures

- **Engagement Metrics:** We track attendance and the percentage of participants interested in continued services.
- **Enrollment and Completion Rates:** We monitor how many enroll and complete workforce programs, improving retention as needed.
- **Employment and Training Success:** We evaluate the number of individuals achieving employment or training, ensuring our services drive meaningful impact.

Our plan, supported by strategic partnerships and clear milestones, ensures that justice-involved individuals receive the resources needed for sustainable employment and training success.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

The budget in Section III outlines a $150,000 allocation to support WNH's mission of improving workforce readiness and reentry for justice-involved individuals with disabilities. This budget prioritizes staffing and essential operational needs, ensuring alignment with the Grants in Aid Fund's objectives.

Direct Salaries/Wages and Fringe Benefits ($77,661):
Funds will cover key staff, including case managers and mentors, who will deliver weekly outreach events, mentorship, and job training. These efforts will guide 40 individuals into workforce programs, with a goal of 60% securing employment or vocational training.

Administrative Salaries/Wages and Fringe Benefits ($29,601):
Administrative roles will manage program coordination, partner engagement, and performance tracking. This support is vital to reaching 100 individuals and achieving our outcomes efficiently.

Other Costs:

- Office Rent ($16,165): Essential for maintaining our District 5 hub, coordinating island-wide activities, and managing logistics.
- Travel ($8,073): Covers necessary travel for outreach across districts, ensuring equitable service access.
- Conference/Training ($15,000): Supports professional development, equipping staff with best practices for impactful service delivery.
- Telecommunications ($1,500): Funds critical communication tools to manage participant engagement and coordination.
- Website Development & Management ($2,000): Enhances program visibility and access to resources.

Performance and Monitoring:
We will maintain detailed records, including payroll logs and travel documentation, to ensure transparency. Monthly invoices will provide expense verification to support fiscal accountability.

By strategically investing in staff and operations, WNH will deliver impactful, consistent services. Our approach aligns with the GIA Fund's mission to address social and economic disparities, reducing recidivism and promoting economic stability in Honolulu County.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Our action plan features a detailed and realistic timeline to achieve the desired outcomes, supported by ongoing activities and clear milestones throughout the grant term. We will implement our strategy through consistent weekly engagements, periodic performance assessments, and strategic partnerships.

From October 2025 to December 2025, we will launch weekly outreach events at schools, correctional facilities, and community centers. Initial meetings with partners, including HYCF, OCCC, and Title I schools, will be conducted to establish engagement strategies and finalize program logistics. During this period, we will also begin participant enrollment and needs assessments, aiming to engage 25 individuals by the end of December.

Between January 2026 and March 2026, we will continue hosting weekly outreach events, refining our activities based on participant feedback. This phase will include job-readiness workshops and one-on-one mentorship sessions, with ongoing tracking and documentation of participant progress. We aim to enroll an additional 15 individuals in workforce programs during this time. By the end of March, we will conduct a first-quarter evaluation to assess participant engagement and make necessary adjustments to our outreach methods.

From April 2026 to June 2026, we will maintain weekly events and deepen our engagement with current participants. This period will focus on monitoring job placement and vocational training outcomes. We will also host a mid-year program review to measure success and adjust our strategies as needed. By June, we aim to have engaged a total of 40 individuals in ongoing workforce development services.

From July 2026 to September 2026, we will intensify our job placement support and follow-up services. As we approach the program's conclusion, we will prepare for final evaluations and reporting, ensuring all performance metrics are met. A final quarterly review will be conducted to analyze our data and confirm that 60% of enrolled participants have secured employment or vocational training. We will wrap up our outreach activities and compile a comprehensive report detailing the program's impact.

This structured timeline ensures consistent, high-quality service delivery while allowing for performance monitoring and strategic adjustments. By aligning our activities with our partners and engaging participants continuously, we aim to meet or exceed our desired outcomes and contribute meaningfully to the community.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. ***(3,000 character count limit)***

Work Now Hawaii (WNH) has successfully created employment opportunities for individuals with disabilities since its establishment in 2017. Our past programs have consistently met and exceeded goals, reflecting our capacity to achieve similar outcomes through the proposed grant activities.

Past Performance and Proven Success: Over the past five years, WNH has served over 150 individuals, providing job readiness training, mentorship, and access to employment resources. One of our key initiatives, the Employment First Summit, successfully brought together 65 attendees, facilitating knowledge sharing and collaboration among stakeholders. Through our targeted workforce development programs, we have achieved a 70% success rate, with participants either securing employment or enrolling in further vocational training. Additionally, our collaboration with APSE has helped establish a Community of Practice with 15 active members who contribute to ongoing learning and advocacy for inclusive employment.

Current Capacity: Our organization has a dedicated and skilled team, including program managers, employment specialists, and administrative staff, equipped to implement and manage complex projects. WNH's physical office at the Hub Coworking Hawaii in Kaka'ako provides a central, accessible location for operations and community engagement. This strategic base allows us to deliver services effectively across multiple districts, including Districts 3, 4, and 5, where partnerships with schools and community centers will be vital. Our infrastructure and established community relationships enable us to offer tailored, impactful services to justice-involved individuals with disabilities.

Plan to Enhance Capacity: While WNH has a strong foundation, we are committed to continuous improvement. We plan to invest in ongoing professional development for our staff, ensuring they remain informed about best practices in employment support for people with disabilities. Additionally, we will strengthen our partnerships with key organizations, such as the Hawaii Youth Correctional Facility, Oahu Community Correctional Center, and local Title I schools, to maximize our reach and impact.

Our proven track record, combined with our current capacity and strategic plans for growth, positions WNH to execute the proposed grant activities successfully. We are confident that our approach will yield measurable outcomes, reduce recidivism, and promote a more inclusive workforce in Honolulu County.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes. OR provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. ***(3,000 character count limit)***

WNH has the organizational capacity to achieve the proposed outcomes through experienced leadership, skilled staff, strategic partnerships, and strong resource management.

Organizational Leadership and Experience:
Our leadership team includes Patrick Gartside, the Founding Executive Director, who has successfully led WNH since its inception in 2017. Patrick brings expertise in nonprofit entrepreneurship, disability employment, program management, and government contracting. He has developed and managed initiatives such as the Transition Age Youth Work Experience Program, providing paid job placements and support for Hawaii Department of Education students. Patrick's extensive certifications, including as a Certified Employment Support Professional and Certified Work Incentive Practitioner, underscore his qualifications to lead workforce development programs. His contributions to the Hawaii APSE Chapter and Employment First initiatives have been pivotal in promoting inclusive employment across the state.

Riley Dettman, Business and Workforce Development Manager adds a wealth of knowledge in partnership development, case management, and DEI initiatives. Riley has successfully managed large-scale projects, such as partnering with over 100 businesses in Denver to facilitate long-term career placements and coordinating events like the 2023 Jewish Family Service job fair. His background in designing and implementing employment programs for marginalized populations aligns with WNH's mission.

Staffing and Capacity:
Our team includes dedicated program managers and employment specialists trained to deliver job-readiness workshops, mentorship, and personalized support. We prioritize continuous training to ensure our staff remains equipped with best practices for serving justice-involved individuals with disabilities. Our volunteer network further enhances our capacity to offer comprehensive and responsive services.

Fiscal Resources and Infrastructure:
WNH has a proven track record of fiscal responsibility, managing previous grants effectively, and meeting all reporting requirements. We maintain detailed financial records, comply with auditing standards, and have a structured budget plan that supports our operational and programmatic goals. Our headquarters at the Hub Coworking Hawaii in Kaka‘ako provides a central, accessible location for program management and outreach activities, allowing us to coordinate services island-wide.

Strategic Partnerships:
WNH has established collaborations with key stakeholders, including Olomana School, Hawaii Youth Correctional Facility, Oahu Community Correctional Center, and several Title I schools like Kaimuki High, McKinley High, Kailua High, and the Hawaii School for the Deaf and Blind. These relationships ensure our programs are relevant and impactful, with direct access to the populations we serve. Our partnerships with APSE and other community organizations inform us about workforce development trends and practices.

D. Describe the applicant’s sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

WNH is committed to sustaining and expanding our activities beyond the grant period to continue serving justice-involved individuals with disabilities and providing long-term benefits to the community. Our plan focuses on diversified funding, strategic partnerships, and community-driven program development.

WNH will leverage multiple revenue streams to ensure financial sustainability. This includes pursuing additional grants from federal and private sources, securing contracts for workforce services, and engaging in fundraising efforts, such as community events and corporate sponsorships. We also plan to expand our fee-for-service offerings, like benefits planning and job coaching, to create a more self-sustaining financial model.

We will continue strengthening collaborations with local organizations. These partnerships enhance program delivery and provide opportunities for resource sharing and joint initiatives that amplify our impact. By fostering relationships with business leaders and employers, we aim to increase our participants' job placements and internship opportunities, creating a supportive network for workforce reintegration.

WNH is dedicated to remaining responsive to community needs. We will regularly evaluate program effectiveness through participant feedback and performance metrics, using this data to refine and expand our services. Our commitment to cultural relevance and inclusivity ensures that our programs address the unique challenges of our target population, fostering long-term community resilience and stability.

WNH focuses on employment readiness and economic independence among individuals with disabilities. Our efforts contribute to a more vital, more inclusive workforce, benefiting Honolulu County as a whole. Through strategic growth and sustainable practices, WNH will continue to provide critical support and drive meaningful change well into the future.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. ***(2,000 character count limit)***

Our dedicated team, diversified funding strategies, strategic partnerships, and operational systems form the foundation for long-term sustainability and impact.

WNH's staff bring expertise in employment services, program development, and community engagement. Team members hold respected certifications such as the National Certification in Employment Services and Certified Employment Support Professional. They are also trained in Mental Health First Aid, ensuring they can support participants facing mental health challenges. The leadership team's background in nonprofit management and workforce development has resulted in the creation of programs and strategic partnerships that have advanced employment opportunities for individuals with disabilities.

Financially, WNH has a proven ability to secure funding from diverse sources, including federal and private grants, service contracts, and community fundraising. We will continue expanding these efforts while growing fee-for-service offerings to provide a stable revenue stream. This multifaceted financial strategy ensures we can adapt to funding challenges and maintain program continuity.

Our headquarters at the Hub Coworking Hawaii in Kaka'ako serves as a central hub for coordinating island-wide outreach and services. This accessible and professional facility supports collaboration with partners and efficient service delivery. Additionally, WNH employs robust systems for financial management, compliance, and performance tracking, ensuring accountability and adaptability.

Strong partnerships with community organizations, businesses, and justice system agencies further bolster our capacity. These collaborations enhance program delivery, facilitate resource sharing, and create lasting employment opportunities for our participants. By maintaining and expanding these relationships, WNH will sustain its mission and continue driving meaningful change for justice-involved individuals with disabilities in Honolulu County.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**

The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: CT-DTS-2500075
   Grant Period: 10/1/24 - 9/31/25 Grant Amount: $150,000
   Grant Purpose: Employment First Technical Assistance Center
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

5. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

6. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

<u>If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.</u>

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☒ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

WNH's proposed project aligns seamlessly with the vision and goals of the Age-Friendly Honolulu Program by fostering social engagement, health, and inclusion for individuals with disabilities, including justice-involved young adults and those with physical and mental limitations. Our initiative removes barriers to inclusion by providing targeted workforce development services and holistic support tailored to vulnerable populations, ensuring equitable access to meaningful opportunities and community integration.

Promoting Social Engagement, Health, and Activity
Our project actively engages participants in structured activities such as job readiness workshops, mentorship programs, and vocational training. These activities not only prepare individuals for employment but also foster a sense of purpose and community belonging. By connecting participants to mentors, peers, and professionals, the program creates a network of support that encourages active participation and social interaction.

Removing Barriers and Supporting Vulnerable Populations
WNH specializes in addressing the unique challenges faced by all individuals with disabilities, regardless of age. The program offers:

- Customized Employment Services: Tailored career plans, job coaching, and placement support to meet participants' specific needs.
- Integrated Support Services: Partnerships with mental health providers, housing assistance organizations, and educational institutions ensure comprehensive support.
- Accessibility Measures: Program activities are delivered through ADA-compliant facilities and digital platforms, ensuring inclusivity for individuals with physical or geographical limitations.

In order to meet additional reporting requirements, WNH will:

- Collect and analyze qualitative and quantitative data to measure the success of activities in promoting social engagement, inclusion, and support.
- Incorporate feedback from participants and partners to ensure continuous improvement and transparency.

Proposal 174

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Worknet. Inc.
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Comprehensive Homeless Reentry Services

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

WorkNet is a 501c(3) non-profit agency founded in 2000 to assist individuals rejoining the community from prison. Our mission is to ensure that formerly incarcerated individuals enter society reformed of criminal values, possesed of all identity documents, prepared with skills for the labor market, and affordably housed.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Incarcerated men and women are offered a rigorous training curriculum before release that produces a comprehensive reentry plan. Homeless individuals who have reached their maximum prison term are served with priority, thereby helping both the individual and community by reducing homelessness and recidivism at once.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

This proposal serves 132 incarcerated and former offenders while providing wrap-around services to 96 who are homeless. These enrollees receive a continuum of services until they achieve community stability. The program has three free-standing components: (1) Lifestiles® Cognitive Restructuring Program; (2) "Family Ties" Reentry Transition; and (3) Self-Directed Digital Job Search.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $16,666	☐ District 2 $16,666	☐ District 3 $16,666
☐ District 4 $16,667	☐ District 5 $16,667	☐ District 6 $16,668
☐ District 7 $16,667	☐ District 8 $16,666	☐ District 9 $16,667
Total Amount Requested (must be $25,000 to $150,000)	$150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☒ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Charles B. Miller — 11-22-24

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title:

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Gene Descalzi
(Signature)

Gene Descalzi
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that CHARLES WILLIAMS (name), EXECUTIVE DIRECTOR (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Gene Descalzi
(Signature)

Gene Descalzi
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 21 day of November, 2024, before me appeared Gene Descalzi, personally known to me, who, being by me duly sworn, did say DA that he/~~she~~ is the VICE PRESIDENT of WORKNET, INC. and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said He acknowledged said instrument to be the free act and deed of said corporation.

DOKI AN NOTARY PUBLIC 23-254 STATE OF HAWAII

Doki An
Notary Public, State of Hawaii

My Commission expires: 10/01/2027

Doc. Date: 11/21/2024 # Pages 1
Name: DOKI AN First Circuit
Doc. Description: certificate of the board of directors no obligations in Arrears
Doki An 11/21/2024
Signature Date

NOTARY CERTIFICATION

DOKI AN NOTARY PUBLIC 23-254 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Hawaii faces a unique and pressing social challenge, characterized by high incarceration and homelessness rates. With an incarceration rate of 2.89% per thousand residents, Hawaii surpasses most European countries in its incarceration levels, except for Russia and Turkey, known for their poor human rights records. Additionally, our state has a homelessness rate of 41.4 cases per 10,000 persons, ranking us fourth among all American cities, according to Data Panda research group. These two critical issues intersect in the population of *homeless offenders*, a group that embodies two of Hawaii's most serious social problems: over-incarceration, particularly of native Hawaiians, and chronic homelessness exacerbated by record-high housing costs.

Our target group are those incarcerated individuals who have reached the end of their court assigned sentences and must be released. Reentry usually leads to supervised release like furlough, a status that allows the individual to work and move freely in the community but return to the prison at night. Imprisoned individuals must earn this status through good behavior and participation in therapeutic programs. This is a great benefit because it allows participants to save money by working while paying very little rent. After six months in Furlough, some residents leave with six to ten thousand dollars. This is enough to have a deposit and first month rent to thwart homelessness.

Aside from Furlough, some who exit prison transfer to Parole, a separate entity attached to the Department of Corrections and Rehabilitation (DCR) managed by the Hawaii Paroling Authority. Parole provides free housing for 3 to 6 months, allowing residents to save money while preparing for independent living or moving back with family. Or, some enter Probation which is managed by the courts for individuals who are in the community either before sentencing or after incarceration if they have current open cases. They also qualify for free rent in private "halfway" houses contracted by the government where they may work and save money.

But those who reach the end of their sentence, referred to as "max-outs", do not have a plan or community assistance. Many of these people are homeless upon arrest and will be homeless upon release. Some had housing before their arrest but cannot return now due to the dissolution of their household. Some cannot return to their original homes due to TRO's, or high-risk factors associated with their crime. In every case, if there is no family home waiting or independent housing arranged, the struggle for housing will be daunting. These individuals are priority referrals for this program. Without planned intervention, their trajectory leads to temporary shelters or the streets, making them primary candidates for our services.

The public may not fully grasp the extent of this problem or the potential risks it poses. Regardless of their readiness for reentry, these individuals face barriers in housing,

employment, and personal safety, created by their criminal records. This increases their likelihood of re-arrest, even for minor offenses like vagrancy. The data shows that the 'max-out' population historically has the highest recidivism rate among all justice-involved groups..

Moreover, many in this group struggle with mental health or substance use disorders, underscoring the need for comprehensive case management. This proposal is designed to address these critical needs, providing targeted support to reduce recidivism and assist in successful community reintegration. Our approach not only aids the individuals directly affected but also benefits the wider community by addressing a key social issue and enhancing overall safety and community well-being.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Our program offers a continuum of service for homeless offenders, beginning 3 to 6 months prior to their release. The initial phase involves a behavior change program fostering self-examination, meditation, values clarification, and goal setting; culminating in a personal life management plan. This is followed by a transition phase establishing support for the plan.

Constructing a support network requires various stakeholders inside and outside prison committed to each reentry case. The program's final stage includes continuing community case management and a range of wrap-around services in collaboration with non-profit agencies. These services address vital needs such as housing, employment, education, and family reunification. We use a proprietary tool called "Lifestiles Career Planner" to establish Career Paths for Job Search; a Vocational Profile for Job Matching; and "Risk/Resilience Scales" as a behavior guide for re-socialization. As a final capstone we provide the "Pocket Pal" – a portable document enabling clients to access information and manage their own case plans effectively. This approach ensures a support system that facilitates successful reintegration and fosters long-term community safety and stability.

Worknet chose this approach to address the dual challenge of clients exiting incarceration without support while facing homelessness on release. This Grant Activity is appropriately suitable for its holistic approach, ensuring successful community reintegration and enhancing public safety.

Key aspects of our program include:

1. **Early Engagement**: Initiating support before release to develop a personalized transition plan.
2. **Comprehensive Assessment**: Identifying vocational training and job placement opportunities, essential for self-sufficiency and reducing recidivism.
3. **Distance Learning**: Addressing educational needs, especially critical during COVID-19 disruptions.
4. **Housing Placement**: Directly tackling homelessness, a primary barrier to successful reintegration.

5. **Continuous Case Management**: Providing consistent support both inside and outside the prison.
6. **Community Collaboration**: Engaging a range of agencies, fostering communal responsibility in the reintegration process.
7. **'Pocket Pal' Tool**: Empowering clients with a portable resource for managing their case plans, promoting autonomy.

This activity was strategically designed to provide structured support, addressing immediate needs while empowering clients for long-term success. By integrating early intervention, job training, housing assistance, educational resources, and collaborative community efforts, our program not only aids individuals in their transition but also contributes to overall community safety and well-being. It epitomizes our commitment to the Aloha Spirit, prioritizing humane, effective solutions for one of our community's most pressing issues.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Our program serves a total of 132 unduplicated individuals during the Grant Term, with measurable outcomes directly aligned with the purposes and priorities of the Grants in Aid Fund. This answer addresses the benefit to the population which counts the number of opportunities or "slots" allotted to each sub-population. Some individuals will go through more than one component, so the count below results in a total of **200 program trainings** offered under this proposal. These outcomes focus on reducing homelessness among offenders, decreasing recidivism, and providing essential support for reintegration into society.

1. **Homeless Offenders (84 individuals)**: This subgroup includes those maxing out their sentences without a home to return to. Our goal is to reduce homelessness by providing them with comprehensive transition plans. These plans include job placement, housing assistance, and continuous case management, leading to safer communities and improved individual welfare.
2. **Priority Homeless (36 individuals)**: This group consists of offenders experiencing situational homelessness, often compounded by mental health or other disabling conditions. We aim to offer targeted services addressing these specific needs, thereby enhancing their chances of successful reintegration and contributing to public safety. If no homeless max-outs or priority homeless are identified in our recruitment efforts we will rely on the referrals of Case Managers or Parole Officers to determine the most needy candidates.
3. **Cognitive Restructuring Training Candidates (80 individuals)**: Mandated by the parole board, this training equips offenders with skills to challenge criminal beliefs and behaviors, crucial for their preparation for release. By providing this training, we expect to benefit these individuals with structured plans for success, thereby facilitating their transition and reducing the likelihood of reoffending.

Each of these components contributes to our overarching goal of reducing recidivism. Through recidivism relief the client benefits by living a productive life and the community benefits

through increased safety and positive tax benefits. By offering job opportunities, housing solutions, and specialized support services, we not only assist individual offenders in their journey towards stable, productive lives but also create a more humane and cohesive community.

The direct benefits of our program include:

- Enhanced public safety through reduced recidivism.
- Improved quality of life for the participants via employment and stable housing.
- Strengthened community ties through collaborative efforts in offender reintegration.

Our program's design and expected outcomes are tightly aligned with the Grants in Aid Fund's objectives, emphasizing public service, community safety, and individual empowerment. By achieving these outcomes, we will directly impact the lives of 132 individuals, contributing significantly to the health and safety of our broader community.

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Our action plan utilizes the Homeless Offender Service Network, consolidating a consortium of agencies to serve offenders within a unified case plan. This comprehensive approach ensures a seamless transition plan, maximizing the impact of our services in this progression:

1. **Cognitive Restructuring Program**: Our proprietary LifeStiles® Self-Change curriculum focuses on cognitive restructuring to address the underlying beliefs contributing to criminal behavior. Since COVID in April 2020, we developed a hybrid delivery model called P-CHAMP (Post-COVID Help And Mentoring Project) that delivers cognitive skills training modules to students by mail combined with instructor led classes conducted over Zoom. This pivot has garnered increased support from Public Safety staff and Parole, who refer inmates to our program. Distribution methods include hand delivery by Case Managers or Learning Center personnel and direct face-to-face delivery.

- **Measurable Milestone**: We plan three cycles for women (13 per cycle) to serve 39 women, and men (17 per cycle) at Halawa to serve 51 men, totaling 90 enrollees for the P-CHAMP LifeStiles® classes. Current waitlists of 14 women from WCCC and 68 men from Halawa indicate a strong demand and reliable recruitment.

2. **Transition/Family Ties Component**: This segment prepares inmates for community stability, focusing on family unity. Referrals are sourced from inmates' Weekly Journals who share issues about family unity and their Case Managers. This involves direct communication with families through the inmate to arrange events, goods, or services for their benefit.
    - **Measurable Milestone**: We are targeting 30 cases by utilizing insights from LifeStiles® participants and referrals from case management.
3. **WorkNet Self Directed Job Search Initiative**: We source referrals from Furlough/Parole for this 8-session course, 16-hour course that covers essential job searching skills like email setup, creating a felon friendly resume, and interview preparation. We collaborate with City OCS staff at the American Job Center to utilize employer incentives.
    - **Measurable Milestone**: This initiative serves 40 individuals in Furlough and/or Parole.

Our partnerships with Laumaka Furlough Center with 90 beds, OCCC Module 20 with 200 beds, and Parole with over 200 clients expand our reach, ensuring that we can effectively serve our targeted population. The 90 inmates in LifeStiles®, 25 in Family Ties, and 35 in Job Search comprise our 150 enrollees. We also project another 10 artists in the CARE project that totals 160 served.
This comprehensive plan, with clear milestones and robust partnerships, is designed to achieve measurable outcomes, directly benefiting our target population and aligning with the Grants in Aid Fund's objectives.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

Our budget strategically allocates resources to maximize program efficacy and impact. It supports 3 direct service staff, two part-time administrative and data roles, a Project Director, and 7 consultant staff for personal instruction, adhering to grant guidelines with an administrative cost below 15% of the grant amount. This staffing model is designed to meet the specialized needs of our 132 offenders, ensuring each staff member is fully utilized.

Previously, with a similar staff structure, our agency successfully served over 360 individuals, demonstrating our capability to effectively manage and utilize resources. The current proposal represents 75% of our full-time performance capacity, indicating efficiency and readiness to implement the program swiftly, especially since we are already operating a similar program with City GIA funding.

The addition of consultancy roles enhances direct student contact, offering hands-on instruction without overextending existing staff. With 340 consultant hours dedicated to subject matter coaching, we enhance our educational quality and responsiveness. These consultants complement our staff, enabling us to scale up quickly as needed, a key advantage of our P-CHAMP correspondence system.

WorkNet's P-CHAMP initiative, through a team of cross-trained specialists, seamlessly integrates professional development activities in prison with community-based services. This approach is a testament to our 25-year track record of effective inmate services.

Our budget's cost-effectiveness is evident when analyzing per enrollee expenses. The total budget request ($150K) divided by the number served (132) results in a cost of $1,136 per participant. Projecting a recidivism rate of 30% for our program (40 recidivists), compared to the state's 48% (63 recidivists), we anticipate preventing 23 additional offenders from returning to prison. Considering the annual cost of $72,000 to house an inmate, this translates to a potential saving of $1,656,00 (23 x $72,000) by funding this program. These savings highlight not only the fiscal efficiency of our program but also its substantial impact on reducing recidivism and supporting offender reintegration.

This budget represents an investment in both our community and the individuals striving to reintegrate into society. By investing $1,136 per inmate, we aim to save significant costs in the long term, both financially and socially, by preventing recidivism and aiding successful reentry.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

COMPONENT 1
WORKNET COGNITIVE SELF-CHANGE PROGRAM
PROJECT TRAINING SCHEDULE

24 Correspondence Lessons in 6 Self-Contained Modules

Module 1: PERSONAL PROFILE/PERSONAL NEEDS

DATES	Class	ZOOM SESSION
10/04/25	1	ORIENTATION/COG SKILLS INVENTORY
10/06/25	2	LIFESTILES NEEDS MODEL
10/11/25	3	ATTITUDE INVENTORY
10/13/25	4	ASSESSMENT: NEEDS AND WANTS

Module 2: GOAL SETTING

10/18/25	5	DREAMS/WHAT'S IMPORTANT
10/20/25	6	GOAL SETTING
10/25/25	7	REACH GOALS THROUGH POSITIVE HABITS
10/27/25	8	CONQUERING LIFESTILE BARRIERS

Module 3: STRESS REDUCTION/PROBLEM SOLVING

11/01/25	9	HOW THOUGHTS CREATE BEHAVIOR
11/03/25	10	STRESS CYCLE/COPING

11/08/25	11	PROBLEM SOLVING/BRAINSTORMING

Module 4: FRAMING CRIMINAL THINKING

11/10/25	12	FRAMES: A WAY OF SEEING THE WORLD
11/15/25	13	FRAMEWORKS: UNDERSTANDING LIFE EVENTS
11/17/25	14	EXPLORING THINKING ERRORS
11/22/25	15	THE CRIMINAL CONTINUUM

Module 5: CHALLENGING CRIMINAL THINKING

11/25/25	16	WHAT MAKES A CRIMINAL
11/29/25	17	LAKA AND THE LION'S DEN/LEILA WAKES UP:
12/01/25	18	USING FRAMES TO VIEW EVENTS
12/06/25	19	FRAMES FOR CRIMINAL CHANGE

Module 6: THE REFORMED OFFENDER

12/08/25	20	USING FRAMES FOR OUTCOME CHANGE
12/13/25	21	FACING FUTURE/FACING SELF
12/15/25	22	MAKING MY OWN FRAME
12/20/25	25	CRIMINAL RELAPSE PREVENTION PLAN
12/22/25	24	THE REFORMED OFFENDER/GRADUATION

Each of these modules is a self-contained publication mailed or hand delivered to individual students. (See a Thumbnail in Attachment ___)

COMPONENT 2

TRANSITION/FAMILY TIES

A series of services and events for restoration and family reunification: **30 CASES.** **Keiki and kupuna share activities.** SERVICE OUTCOMES INCLUDE CHILD SUPPORT PLANS, VICTIM RESTITUTION, COURT FEE & FINE CLEARANCE, AND LICENSE RESTORATION.

COMPONENT 3

P-CHAMP SELF-DIRECTED JOB SEARCH SKILLS

This program is focused on Reentering Furlough offenders.

Module 1: PRE-EMPLOYMENT PREPARATION

DATES	CLASS	SESSION
11/01/25	1	ORIENTATION/LIFESTILES® VOCATIONAL ASSESSMENT
11/03/25	2	INDIVIDUAL DEVELOPMENT PLAN
11/08/25	3	EMPLOYABILITY PROFILE
11/10/25	4	RISK/RESILIENCE SCALES
11/15/25	5	PRE-EMPLOYMENT CHECKLIST
11/17/25	6	DOCUMENT RESTORATION
11/22/25	7	THE HAWAII FAIR EMPLOYMENT ACT
11/25/25	8	PRESENTING A CRIMINAL BACKGROUND

Module 2: THE DIGITAL JOB SEARCH

11/29/25	9	FILING THE APPLICATION
12/01/25	10	PERSONAL DATA WORKSHEET
12/06/25	11	INTERVIEW SKILLS
12/08/25	12	DIGITAL RESUME
12/13/25	13	VOCATIONAL PROFILE REVIEW

12/15/25	14	PERSONAL DATA PROFILE
12/20/25	15	WARRANT & FINE CLEARANCE
12/22/25	16	JOB PLACEMENT AND RETENTION

Participants in the P-CHAMP initiative receive their class lessons by mail or hand delivery whether in prison or the community. The dates on this P-CHAMP Correspondence Timeline are based on ZOOM classes which may change.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

WorkNet, Inc. has provided Cognitive/Behavioral Training, Self-Directed Job Search and Transition Services for offenders since 1989 as a private practitioner in Hawaii. A selected history of the work of the company in the field of Offender Services can be found in the Company History below.

YEAR	CONTRACTOR/CONTACT	SERVICE
2000	Hawaii Paroling Authority Max Otani, Administrator	Cognitive Skills for Parolees Employment Specialist
2001	Department of Corrections Maureen Tito, Education Dir.	Laumaka Work Furlough Facility Job Placement and Training
2003	Waiawa Correctional Facility Milton Kutsubo, CPSA	LifeStiles Cognitive Skills Program Cog Training, Transition Services
2005	Department of Public Safety Larry Hales, CPSA	Project Bridge at Laumaka Job Development and Placement
2006	Department of Public Safety Carrie White, Education Sup.	OCCC Annex I & Mauka Transition Management Services
2007	Department of Public Safety Maureen Tito, Education Dir.	Women's Corrections Center Cognitive/Behavioral Transition

2008	Hawaii Paroling Authority Max Otani, Administrator	Community Employment/Transition Job Development and Transition
2009	U.S. Federal Probation Office Felix Mata, Chief	Offender Job Prep and Transition, Assessment, Training
2010	U.S. Justice Department Allison Thom, Administrator Pre-Trial Services	Offender Training and Assessment Pre-employment Preparation, Job Placement
2011	Office of Hawaiian Affairs Clarisa Hironaka	WorkNet CAFÉ Culinary Arts for Ex-Offenders
2012	Department of Public Safety Maureen Tito, Education Dir.	Certified Solar Energy Training Green Reentry Offender Workforce
2015	State of Hawaii Grant-in-Aid	CARE Project Cognitive/Voc Art Program
2016	City and County of Honolulu Pablo Venenciano, Monitor	Prisoner Re-Entry Employment Project (PREP) Prisoner Vocational Re-entry
2018	City and County of Honolulu Crysttal Steiner, Monitor	PREP Project Prisoner Transition
2019	City and County of Honolulu Crystall Steiner, Monitor	Prisoner Re-Entry Program (PREP) with Correctional Arts Re-Entry (CARE) Project:Prisoner Re-Entry with Crafts Marketing
2020	City and County of Honolulu Rebecca Espinoza	P-CHAMP (Post-Corona Help And Mentoring Project
2022	City and County of Honolulu Department of Community Services	COVID Relief Assistance Grant Operations Program Support
2024	City and County of Honolulu Rebecca Espinoza	Homeless Reentry Service Network Department of Community Services

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

WorkNet, Inc. has a proven track record of effectively transitioning inmates since its inception in 1989 at the Oahu Community Correctional Center. Under the leadership of our current director, Chas Williams, we have pioneered services that begin pre-release, integrating vocational rehabilitation, offender risk/needs management, and direct community service delivery. For over 30 years, our model has set the standard in inmate transition programs, with some of our protocols recognized as best practices in the field.

We are now the state's largest offender service agency, consistently serving over 200 of the approximately 600 offenders released on Oahu annually. Our commitment to evidence-based approaches has positioned us as leaders in community-based offender services, with a track record of reliably positive outcomes. This success is attributable to our staff's extensive training and development.

Our director, Chas Williams, brings a unique blend of qualifications, including a specialized bachelor's degree in Urban Problems, certifications in Motivational Interviewing, the Level of Service Inventory-Revised (LSI-R), and as an Offender Employment and Workforce Development Specialist. He is also a certified Cognitive Skills curriculum developer and a national trainer for the National Institute of Corrections (NIC).

Sharron Thompson, our Women Service Specialist, holds a Master's Degree in Education Foundations with a focus on community education. Her expertise spans educational programming for at-risk clients and marginalized populations, with extensive experience in Anger Management, Relationship Therapy, and Cognitive Behavioral Change.

Maurice "Mo" Kalaikai, leading the CARE project classes, is a skilled graphic artist, contributing significantly to our materials with portraiture, still life, and commercial art. His work enhances our educational resources, making them more engaging and impactful for inmates. His role as Offender Service Specialist documents and enables our keiki-friendly programming

Together, this team's expertise and our agency's longstanding experience ensure our capacity to successfully achieve the proposed outcomes, making a lasting difference in the lives of offenders and contributing positively to community safety and cohesion.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

WorkNet has a 30-year track record of creating startups including such programs as Hale Kipa, Waimanalo Weinberg Village, and Nakolea Singles Homeless Shelter. Our former public/private partnership with Hawaii Correctional Industries (HCI) has strengthened our experience in designing specialized projects. We were awarded unsolicited grants from Honolulu Soup, The Awesome Foundation and the G70 Foundation. Continuing support comes from the Women's Fund and the Atherton Family Foundation. Outside grants from

such private sources that are supplemented with government funds expands the use of taxpayer dollars and give us a wider base of funds.

Our Partnership with HCI and the City has provided WorkNet with a source of matching funds using a public/private partnership launching pad. That allows us to apply for other help from private charitable or government institutional sources requiring matching funds. Also, Federal funding for non-profit COVID relief totaling $30 million dollars was announced by the Department of Community Services which we won in late 2022. Such opportunities have historically been part of our continuing sustainability.

Additional funding is available through the Trust and Foundation community that we have only recently tapped. We have brought onto our board the retired grant manager of a large non-profit who is re-structuring a campaign for grant requests to trusts, foundations and charities who can support our cause. Once underway, we will be eligible for funding for arts education, prisoner re-entry and public event support for our gallery shows.

In conclusion, sustainability is built on a social entrepreneurship model that compensates participants to make products that provide revenue for themselves and the program. This is based on the Inmate Craft Law passed with our sponsorship in 2016. This revenue is independent, unlimited, public supported, and supports the inmate, supports victims and helps pay the cost of the program. It is a universal win-win.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

The Reentry program described here has been in planning for 3 years, execution for 2 years and is now in a period of growth and expansion projected for the next three years. The agency Director has shared the program concept and achieved the support of the Senior Staff of the Hawaii Paroling Authority, the Warden of the Women's Community Correctional Center, Warden of the Halawa Correctional Facility, the Warden of the Waiawa Correctional Facility and the Director of the Laumaka Furlough Center.

We deeply believe in technology and have been instrumental in helping Public Safety adopt practices that are forward leaning. For example, we are the first rehabilitation agency to use ZOOM in its training curriculum after the introduction by the community college system. We are the first community agency to train online inside the prison fire walls using tablet computers. We are the first to train parolees in the community by distance learning using correspondence and ZOOM.

We have brought on board an expert consultant in non-profit database management and business analytics to increase our capacity and improve our efficiency. We are attempting to reduce our record storage space by adopting digital methods for organizing, transmitting and storing data. These practices will improve our ability to handle multiple grant sources requiring reports generated in different formats using different versions of the same data. We will expand our ability to operate more diversified programs with the same staff and facilities.

Our capacity is greatly enhanced by our resourcefulness. We are engaging members of the public through conventional and social media to raise revenue through events with gallery shows, special sales, internet offerings and joint sponsorship with other non-profit community

partners. WorkNet cites these efforts as an example of our capacity and resourceful spirit to sustain our mission over the past 30 years.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

"Family Ties" is a program of intergenerational family re-unification for offenders bringing both kupuna and keiki of the incarcerated together for family events. Our program creates opportunities for contact, communication, and mutual activities initiated by the individual inside prison. We identify referrals for the program through LifeStiles® journal reports and Case Managers where inmates share stories of their efforts at building family relationships.

In many cases, their significant others may be estranged or divorced, but their children and parents still communicate with the prisoner and sometimes the grandparent is the primary caretaker. We then provide a menu of Age Appropriate activities to the inmate that engage and involve every member of the family, centered on the reunification of the family with the inmate and each other. The purpose is to re-build the nuclear family, honoring the elders and nuturing the keiki, with the inmate at the center of the communication.

The inmate suggests an activity like brunch and Sunday football at Dave & Busters for Grandpa and Junior or picnic at a women's surf pro for Tutu and keiki. All events are planned, pre-paid and chosen from a menu of pre-approved age-appropriate activities. The inmate will "treat" the family to the activity if incarcerated, and personally host the event if released.

We ensure children are accompanied by legal guardians and care-takers are with the mobility assisted if the host is imprisoned. Everyone meets at the venue for the tickets, or vouchers, at which time a photo is taken to document the event. Worknet staff create a digital PDF file naming the event, recording those present, naming the location and the venue. This file aggregates all information to meet grant requirements, but most important, both family and inmate get a remembrance packet with photos. Worknet will also join the monthly Kupuna Collective Zoom meetings. This program benefits inmates, kupuna and keiki.

Proposal 175

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Young Men's Christian Association of Honolulu
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	YMCA Intergenerational Mentoring Program

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

The YMCA, founded in 1869, serves over 100,000 people per year. The Y's strength is its ability to understand the current needs of the community. Through COVID, learning centers for youth and feeding programs were started. Since COVID, a Mental Health Program was developed to help youth cope with trauma/stress in DOE schools and was also implemented in Maui to help youth impacted by the wildfires.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

This Grant will address the intergenerational divide of kupuna and "Generation Z" as they have a difficult time relating to one another. Kupuna struggle in transitioning from workforce to retirement while Gen Zs struggle in transitioning from high school to college and to the workforce. This grant will take the wisdom our kupuna have learned and ask them to mentor Gen Zs to close the gap.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

This Grant will focus on kupuna with wisdom and experience in the following key areas: STEM, Business, Medicine and Law and ask them to mentor Gen Zs with similar career aspirations that attend (or graduated) from public high schools in districts 6 and 7. Grant activity will have 25 kupuna mentors and 50 Gen Z participants. Through mentoring, relations between kupuna and Gen Zs will be improved.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☒ District 6 $75,000.00
☒ District 7 $75,000.00	☐ District 8 $	☐ District 9 $

Total Amount Requested (must be $25,000 to $150,000)	$150,000.00

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☒ H. Public Service – Other (describe): Intergenerational Mentoring Kupuna to Gen Z	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Gregory Waibel, President & CEO

11/21/24
Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Andrew Rosen
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Gregory Waibel (name), President & CEO (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Andrew Rosen
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 21st day of November, 2024, before me appeared Gregory Waibel, personally known to me, who, being by me duly sworn, did say that he/she is the President & CEO of YMCA of Honolulu and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said he acknowledged said instrument to be the free act and deed of said corporation.

TAMMYLYNN EARLE NOTARY 14-193 PUBLIC STATE OF HAWAII

TammyLynn Earle
TammyLynn Earle
Notary Public, State of Hawaii

My Commission expires: June 6, 2026

Doc. Date: undated # Pages 93
Name: TammyLynn Earle 1st Circuit
Doc. Description: Appendix A: Tier II Grant Proposal no: RGP DCS GIA 2026

TammyLynn Earle 11/21/24
Signature Date

NOTARY CERTIFICATION

TAMMYLYNN EARLE NOTARY 14-193 PUBLIC STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Intergenerational divide between kupuna (ages 55+) and "Generation Z" (ages 14-24) is a worldwide dilemma that our society is facing today. An intergenerational gap is defined as "a difference in values, beliefs and behaviors between people of different generations." An example of this intergenerational gap is illustrated from the peer review "Bridging the Gap: Understanding and Fostering Intergenerational Communication in the Digital Age," (Marzo, 2024). It states that indicators of a generational gap include the difference in communication style, perceptions of societal norms, and unique expectations between the two generations. Older generations, having grown up in a pre-digital age, often exhibit a preference for face-to-face or written communication. The younger generation, exposed in the digital age since their developmental years, lean toward electronic forms of communication. This divergence in communication styles can sometimes result in misinterpretations, misunderstanding and barriers between the two generations.

Furthermore, it is also evidenced that kupuna struggle in transitioning from workforce to retirement. Due to this transition, kupuna may be facing a loss of identity and struggling with a sense of purpose. Kupuna may also be dealing with the empty-nest syndrome or loss of a spouse leading to mental or emotional distress.

According to the article "Handling Depression, Stress and Anxiety" from Helpguide.org, retirees miss their sense of identity, meaning, and purpose that came with their job, the structure it gave their days, or the social aspect of having co-workers. Instead of feeling free, relaxed, and fulfilled, they feel depressed, aimless, and isolated. They may grieve the loss of their old life, feel stressed about how they're going to fill their days, or worried about the toll that being at home all day is taking on their relationship with their spouse or partner. Some new retirees even experience mental health issues such as clinical depression or anxiety.

Gen Zs are also struggling with their transition from high school to college and into the workforce. They are also dealing with their own self-identity, career path, job security and readiness to be independent.

From the article "Preparing for College Emotionally, Not Just Academically" The transition to college can be hard on kids' mental health. Teenagers living away from home for the first time may experience academic stress while also trying to make new friends, build routines, and stay physically healthy. All these changes at once can be overwhelming for college kids.

From the article “College Students Face Transitional Challenges Entering Workplaces,” Upon leaving university and embarking on the job search, emotions of loss, worry, and stress are common, which in turn can precipitate episodes of depression or anxiety. These triggers can cause mental health conditions to surface for the first time, as well as recur.

These emotional and mental situations caused by the transition both generations are going through can cause intra-personal as well as inter-personal relationship-building issues.

We need to embrace our kupuna by giving them the opportunity to share their wisdom, knowledge and experience and contribute to our society. Additionally, Gen Zs need to be able to interact with all people face-to-face, have compassion and learn how to relate to all individuals, as they are our future leaders.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community’s problem / need. *(3,000 character count limit)*

This Grant will focus on kupuna with wisdom and experience in the following areas: STEM, Business, Medicine and Law and ask them to mentor Gen Zs with similar career aspirations that attend or graduated from public high schools in districts 6 & 7, where extra-curricular resources for these fields may not be available. The Y will recruit and train 25 kupuna mentors and match them with 50 Gen Z participants to get guidance and support in the career paths stated in this proposal.

Through the mentoring process, kupuna can find a sense of purpose and identity by mentoring Gen Zs. Gen Zs will learn from the kupuna the field they are interested in pursuing as a career, giving them confidence and assurance as they enter the workforce. Both groups will develop a meaningful relationship to bridge the intergenerational gap and create a lifelong connection.

This Grant Activity was chosen to bridge the intergenerational gap between kupuna and Gen Zs. Earlier in this proposal, it was established that intergenerational gap exist and is common with the multigenerational family homes in Hawaii. With the high cost of living in Hawaii, it is not uncommon for three generations of family members living in one home. This includes grandparents, parents and children.

Location’s website (location.com, 2020) states that, “extended families in Hawaii, living under one roof is not uncommon. In fact, Hawaii ranks first in the United States for the most multigenerational families sharing a roof, according to the U.S. Census Bureau. The concept of multigenerational homes has deep roots in culture and history, especially among Native Hawaiian, Asian and Pacific Islander communities where ‘ohana is highly valued. Economic factors can also play a large role in a family’s decision to live together.”

The YMCA Intergenerational Mentoring Program will address the intergenerational gap by bringing together kupuna and Gen Zs through mentoring sessions focused on career development. By tasking the kupuna to create a curriculum based on their wisdom, knowledge and experience working in their career and share it to the Gen Z participants, a sense of worth and purpose can be infused to the kupuna mentor. By learning and hearing the experiences through the curriculum created by the kupuna, Gen Zs will gain understanding of what their chosen career path may entail. Through the mentoring process, relationship between kupuna and Gen Z will be established, closing the intergenerational gap.

Community service and social prescribing activities (social prescribing "involves connecting individuals to non-medical sources of support, such as community activities, arts programs and other social interventions that contribute positively to mental wellbeing) will be incorporated in this program to enhance and solidify a relationship and bond that can last a lifetime. The hope is that the mentee will have access to the mentor beyond this program and as they continue their development in their chosen career.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

THE YMCA INTERGENERATIONAL MENTORING PROGRAM OUTCOMES:

- 25 kupuna (100%) will mentor mentees
- 50 Gen Z mentees will register into program, of which 13 (25%) will be from LGBQTIA+ community, of Micronesian descent, or from Public Housing/Hawaiian Homestead.
- 40 mentees (80%) will participate and complete mentoring sessions in chosen field
- 25/25 (100%) Mentors will participate, at a minimum, three (3) sessions (group or individual) with YMCA Coordinator within the year.
    - 1 session prior to mentoring sessions to receive training from YMCA on working with Gen Zs and to meet other mentors
    - 1 session prior to mentoring sessions to develop and create mentoring curriculum with other mentors in their same professional field
    - 1 session after mentoring session for mentors to assess and evaluate curriculum and program
- 50/50 (100%) Mentees will participate, at a minimum, two (2) sessions (group or individual) within the year
    - 1 session prior to mentoring sessions to meet other mentees and receive orientation of the program.

    - 1 session after mentoring session for mentees to assess, evaluate and give feedback of program
- At least 20/25 (80%) Mentors and 40/50 (80%) mentees will participate, at a minimum, four (4) activities within the year.
    - 1 activity prior to mentoring sessions mentors and mentees to meet one another
    - 1 activity during the mentoring sessions to participate in a social prescribing activity
    - 1 activity during the mentoring sessions to participate in a community service project
    - 1 activity after mentoring session to culminate mentoring program in closing ceremony.
- 20/25 (80%) mentors and 40/50 (80%) mentees will report, through a survey, a positive connection with their paired mentor/mentee.

The Y staff will recruit and register 50 Gen Z mentees who reside in Districts 6 & 7 and match them with 25 recruited kupuna volunteer mentors. This program will provide the opportunity for kupuna to pass their wisdom, experience and knowledge to Gen Zs and closely interact, participate in activities, and work together to bridge the intergenerational gap. By recruiting and registering Gen Z mentees who attend or graduated from a public high school, where extra-curricular resources for STEM, business, medicine and law may not be as readily available, the program is aligned with the purpose and priority of Grants in Aid Funds.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

The YMCA Intergenerational Mentoring Program aims to bridge the gap between kupuna mentors (55+) and Gen Z mentees (14-24) through planned mentoring sessions, community service, and social prescribing activities. The Y staff will outreach in the communities and collaborate with community agencies to recruit kupuna mentors and work with public schools within Districts 6 & 7 to recruit Gen Z mentees.

Y Staff and kupuna mentors will provide services and activities to accomplish the following outcomes:

Outcome 1: 25 kupuna mentors will volunteer for the program.

Milestone: From October 2025 to July 2026, 25 kupuna mentors will be recruited to volunteer for the program. Kupuna mentors will be recruited through outreach in the communities, YMCA programs, other community agencies and through marketing of the program.

Outcome 2: 50 Gen Z mentees will register into program of which 13 (25%) will be from LGBQTIA+ community, of Micronesian descent, or from Public Housing/Hawaiian Homestead.

Milestone: Each month from October 2025 to July 2026, 50 Gen Z mentees will register into the program. Gen Z mentees will be recruited by Y staff through the public schools and other avenues where Gen Zs can be located.

Outcome 3: 40 mentees (80%) will participate and complete mentoring sessions in chosen field.

Milestone: By September 2026, 40 mentees will have completed mentoring program.

Outcome 4: 25/25 (100%) Mentors will participate, at a minimum, three (3) sessions (group or individual) with YMCA Coordinator within the year to include 1) training, 2) curriculum development and 3) program and curricula evaluation.

Milestone: 1) By August 2026, all 25 mentors will be trained on how to work with Gen Zs. 2) By August 2026, curricula will be developed. 3) In September 2026, program and curricula evaluation by mentors will be completed.

Outcome 5: 50/50 (100%) Mentees will participate, at a minimum, two (2) sessions (group or individual) within the year to include 1) program orientation, 2) program evaluation.

Milestone: 1) By August 2026, mentees will complete program orientation. 2) In September 2026, evaluation by mentees will be completed.

Outcome 6: At least 20/25 (80%) Mentors and 40/50 (80%) mentees will participate, at a minimum, four (4) activities within the year to include 1) mentor/mentee pairing, 2) social prescribing activity, 3) community service and 4) closing ceremony.

Milestone: 1) By August 2026, mentors/mentees will be paired. 2) By September 2026, mentors/mentees will participate in social prescribing activity. 3) By September 2026, mentors/mentees will participate in community service activity. 4) In September 2026, mentors/mentees will participate in the closing ceremony.

Outcome 7: 20/25 (80%) mentors and 40/50 (80%) mentees will report, through a survey, a positive connection with their paired mentor/mentee.

Milestone: By September 2026, 20 mentors and 40 mentees will complete a post program survey to determine if positive connection was made by mentor/mentee.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

Administrative Cost:

The Y Wellness Program For Mental Health is overseen by 0.10 FT Executive Director (ED) to ensure fulfillment of contract requirements/deliverables. ED supervises 1.25 FTE Program Coordinator (PC) position. Kalihi Y Executive Director will work with Accounting Department to ensure compliance with C&C DCS guidelines and align with activities/goals of proposal.

Direct Service Cost:
1.25 FT PCs recruit Gen Z mentees and kupuna mentors and match them for mentoring services. PCs also plan and coordinate community service and social prescribing activities for the kupuna and Gen Z participants as well as maintain supporting documentation of services and outcomes.

Other Costs related to desired Outcomes:

Education/Recreation Program Activities and Supplies: These are critical elements for successful delivery of services that are engaging, enriching and fun for all participants. The following budget line items were thoughtfully included to align with scope of services for kupuna and Gen Z participants that participate in social prescribing activities.

Office/Telephone/Computer Supplies provide infrastructure for program operations; Other supplies are included for Arts and Crafts, Community/Volunteer projects, Healthy Cooking/Snacks and fun-filled activities.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

The program is proposed to run continuously for twelve months in Districts 6 and 7 through fiscal year 2026.

In the months of October 2025 through July 2026, Y staff will recruit 25 kupuna mentors.

In the months of October 2025 through July 2026, 50 Gen Z mentees will be recruited.

Starting January 2026, mentees will participate in and complete mentoring sessions by September 2026.

In the months of March 2026 through September 2026, kupuna mentors and Gen Z mentees will complete a post program survey.

By August 2026, all 25 mentors will be trained on how to work with Gen Zs.

By August 2026, the 25 mentors will have developed 7 (STEM, Business, Medicine, Law) curricula.

In September 2026, 25 mentors will complete program and curricula evaluation.

By August 2026, 50 mentees will complete program orientation.

By September 2026, 50 mentees will complete program evaluation.

By August 2026, 20 mentors and 40 mentees will be paired.

By September 2026, 20 mentors and 40 mentees will participate in a social prescribing activity together.

By September 2026, 20 mentors and 40 mentees will participate in a community service activity together.

In September 2026, 20 mentors and 40 mentees will participate in the closing ceremony.

By September 2026, 20 mentors and 40 mentees will complete a post program survey to determine if a positive connection was made by mentor/mentee.

Timeline reflected in Section IV

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

From 1999 to 2018, the Y provided four mentoring programs to teens on Oahu namely: 1) Kokua Mau Lima, 2) Kalihi Y Boys, 3) Kalei Kau I Ka Hano, and 4) Reach & Rise. The first three were funded by SAMHSA mentoring youth, ages 11-14, focusing on substance abuse prevention and the last one was funded by YUSA mentoring youth, ages 6-18, exposed to trauma. For the first three, the mentors were employed by the YMCA. They went through the same hiring process all YMCA staff go through. For Reach and Rise, the mentors went through a rigorous volunteer application process which included criminal history background check, experience working with youth and who were also exposed to trauma.

The Y has also provided other positive youth development programs in Kalihi-Palama and throughout Oahu for 75 plus years. During that time, the Y has been an acknowledged leader in the development of effective community-based programs and activities for teens at risk for serious behavior problems related to substance abuse, mental health wellness, poor school performance and family problems.

The Kalihi Y has extensive experience in providing adolescent mental health wellness and substance abuse prevention, intervention, treatment and after-care services. Through our Drop-in and afterschool programs for at-risk youth, the Y has been a safe place in the neighborhood where they can seek supervised and structured

activities focusing on wellness, cultural and educational components while engaging with positive adult role models and other peers with similar interests.

Since 2022, the Kalihi Y provided healthy lifestyles classes and events to 1,048 seniors through Parkinson's Classes, Arthritis Management, Diabetes Prevention, Congregate Dining and other active older adults programs.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Organizational Knowledge: For over 150 years, the YMCA of Honolulu has taken care of Hawaii's people, regardless of their age, race, mental or physical ability, income, gender, sexual orientation or religious beliefs. The Y is grounded in its commitment to create and implement programs and services that meet the current needs of the community with a focus on youth development, healthy living and social responsibility. YMCA programs offer all participants opportunities to build protective factors, learn healthy living skills and take part in servant leadership and community service projects.

Additionally, the Y has many years of experience managing and successfully executing private donations and government contracts such as the Department of Health, Judiciary, Office of Youth Services, City & County Grant in Aid and Henry & Colene Wong Foundation to name a few.

Staffing: A Program Director will have oversight of the program and will be supervised by the Kalihi Y Executive Director. There will be 1.50 FTEs to coordinate the services for the program. In addition to these staff, branch administrators, clerks and IT staff will provide in-kind support and resources.

Fiscal Resources: The YMCA of Honolulu's Metropolitan Accounting Department will provide in-kind support to ensure compliance with C&C DCS guidelines and align with activities/goals of proposal.

Facilities: The Y has resources across the island and in different communities. This includes computer, recreation, work-out and meeting rooms for youth and organizations to utilize as well as office space for staff, multi-purpose rooms and kitchens for group activities and a basketball court. In addition, the facilities provide participants with conference rooms to hold meetings, large activities or have homework and tutorial time, recreational areas for participants to socialize and outdoor areas for active play. These resources make it possible for YMCA staff to effectively operate positive youth development, healthy living and social responsibility programs that benefit youth, kupunas and our local communities. Other YMCA facilities on Oahu are utilized to support program activities include: Camp Erdman that

is utilized for its ropes challenge course and the Atherton Y, which facilitates College Camp in preparing high school students into transitioning to college.

Stakeholders: The Kalihi Y Board of Managers reviews and ensures that programs meet strategic objectives by providing feedback and suggestions on improving the quality of programs as well as support with necessary resources.

Partnerships: The Y has been successful in working collaboratively with the Department of Education, other human service agencies and organizations, public housing tenant associations, the Honolulu Police Department, business associations and other groups throughout Oahu to serve youth, seniors and families.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Should this Grant Activity be funded by GIA and is successful, the Y plans to approach private foundations as a way to sustain and/or expand activities beyond this grant period.

We will also continue to seek city, state and federal government funds as a way to sustain this initiative.

Another possibility would be the Kalihi YMCA Board of Managers who can fundraise money to assist in extending this program past the initial grant period.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Over the years, the Y has the capacity, resources and ability to develop, operate and sustain comprehensive programs. A realistic avenue of support continues to be city, state and federal government funds. Foundations can be a source of funds, but tend to be time-limited or for start-up of programs. Staff will be diligent in identifying and applying to appropriate government agencies and foundations for funds. Our past success in running programs and executing contracts is due to our commitment to stay focused on the Kalihi Y's core mission: to serve youth and families residing in low-income communities on Oahu who need access to structured, quality programs.

The Y can leverage its experience and success of executing contracts and meeting the desired outcomes in its programs to seek additional funding from other sources as well as develop new community partnerships and collaborations.

The YMCA of Honolulu's Philanthropy and Development Team works to ensure that there is a broad base of funding available for us to meet the community needs, such as government, corporate and foundation grants, and individual giving.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Non-Recovery Program
   Grant Period: 09/22/23-06/30/24 Grant Amount: $100,000
   Grant Purpose: IT Improvements
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #: Provide Services for Older Adults – MA-DCS-2300071
   Grant Period: 01/01/22-09/30/24 Grant Amount: 19,656
   Grant Purpose: Disease Prevention and Health Promotion
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Elderly Affairs Division

3. Grant Activity Name & Contract #: Provide Services for Older Adults – MA-DCS-2300071
   Grant Period: 01/01/22-12/31/2024 Grant Amount: $1,125,000
   Grant Purpose: Congregate Dining - Meals
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Elderly Affairs Division

4. Grant Activity Name & Contract #: MA-DCS-2200040
   Grant Period: 01/17/22-12/31/22 ** Grant period extended to 12/31/22 while a new

contract is being prepared by the City Grant Amount: $676,100
Grant Purpose: Services for Older Adults
Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: Department of Community Services

5. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

6. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

7. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

8. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

9. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

10. Grant Activity Name & Contract #: _____
    Grant Period: _____ Grant Amount: _____
    Grant Purpose: _____
    Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
    Administrating Division: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

The YMCA Intergenerational Mentoring Program meets the additional reporting requirements as an Age-Friendly Honolulu project by: 1) Addressing the worldwide dilemma our society faces today of intergenerational divide between kupuna (ages 55+) and Gen Z (ages 14-24). 2) Supports the mental and emotional issues that both kupuna and Gen Z go through as they transition to their different stages of life. Kupuna from workforce to retirement and Gen Z from high school to college to workforce.

The YMCA Intergenerational Mentoring Program is designed to involve kupuna to share their wisdom and experience in the following areas: STEM, Business, Medicine, and Law with Gen Z mentees. Through the mentoring process, kupuna can find a sense of purpose and identity and Gen Z mentees will receive valuable information, guidance, and support while bridging the gap between the two

generations. Kupuna will mentor Gen Zs in their chosen career and will work together in community service projects and social prescribing activities. These interactions and teaching/learning experiences will develop relationships, trust, and mutual respect between the Gen Z mentees and kupuna mentors and bridge the intergenerational gap.

Proposal 176

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Young Women's Christian Association of O'ahu
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Transitional Housing for Justice Involved and Economically Disadvantaged Women

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Since 1900, YWCA O'ahu has been dedicated to eliminating racism, empowering women and promoting peace, justice, freedom and dignity for all. YWCA provides temporary and permanent supportive housing so women can take advantage of innovative programs that remove barriers to employment, increase income potential and help them take control of their finances as they move toward financial independence.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

YWCA addresses critical needs of justice-involved and economically disadvantaged women: Housing, employment, family unification and support obtaining ongoing treatment for substance abuse and mental and physical health. Structure, support, safety, and financial breathing room helps women navigate life's challenges and work towards financial independence, reducing homelessness and recidivism.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

38 women will reside in the facility. Basic needs of food, shelter, clothing and safety will be met while working towards financial independence through case management, life skills and family engagement activities to maintain employment, access resources, build a financial safety net and a healthy social support system. Women will complete the program and transition to safe housing.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☒ District 5 $30,000	☒ District 6 $60,000
☒ District 7 $60,000	☐ District 8 $	☐ District 9 $

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☒ H. Public Service – Other (describe): Justice involved and economically disadvantaged women	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Noriko Namiki — 11-15-2024

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title: **Noriko Namiki, CEO**

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Catherine Anne Cullison
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that ____**Noriko Namiki**_____(name), __**Chief Executive Officer**_(title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Catherine Anne Cullison
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 19 day of November, 2024, before me appeared Catherine Anne Cullison, personally known to me, who, being by me duly sworn, did say that he/she is the Vice Chair - Board of YWCA Hawaii and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said Catherine Anne Cullison acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii

My Commission expires: 11/13/2027

BRANDON PANOKE NOTARY PUBLIC No. 11-336 STATE OF HAWAII

Doc. Date: undated # Pages 1
Name: Brandon Panoke First Circuit
Doc. Description: Certificate of the Board of Directors authorization to assign Authority

Signature 11/19/2024 Date

NOTARY CERTIFICATION

BRANDON PANOKE NOTARY PUBLIC No. 11-336 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Justice-involved women in the first six months of re-entry into the community are a high priority vulnerable population. They are at risk for immediate homelessness and a return to criminal behavior if they are not afforded sufficient time and support to properly adjust to the community in substance-free housing with access to positive support systems, including mental health and substance abuse counseling. A woman's path into the justice system is often very different than that of a man and likely includes intimate partner violence, mental illness, sexual abuse and/or substance abuse, therefore gender-responsive support services are crucial. Like justice-involved women, economically disadvantaged women experience reduced access to care and low levels of education, income and social support, which lead to housing instability, poor health care, inability to meet basic human needs, and limited access to financial, health and physical environmental resources.

Fernhurst provides two types of effective housing as defined in the BOJ report, 1) Supportive Housing: case management, assistance with household chores, access to mental health and substance abuse counseling, help to achieve permanent housing in partnership with other programs that provide housing vouchers and 2) Specialized Reentry Housing: Service needs specific for justice involved women and staff are trained to interface with criminal justice personnel. Additionally, we provide ongoing opportunities to engage peer support and career coaching. HUD's community of care initiative recommends four parts to continuum care, listing "Transitional housing with supportive services to allow for the development of skills that will be needed once permanently housed" as a key component to ending homelessness.

Per the Prison Policy Initiative, before formerly incarcerated people can address health problems, find stable jobs, or learn new skills, they need housing. They found that rates are especially high among those recently released from prison, those incarcerated more than once, people of color and women. A lack of affordable housing coupled with justice- involved and economically disadvantaged women often not earning living wage results in a lack of financial reserves and the ability to withstand a financial crisis such as job loss, rent increase, or prolonged illness. This can rapidly deplete earnings and spiral them into destitution. The 2024 AUW ALICE reports that the survival budget for a single adult is $19.69/hr. The minimum wage in Hawai'i is $14.00/hr. The average wage of the women in the program is $17.09. About 10% of parolees are homeless upon their release. In large urban areas, the number is even higher - exceeding 30%.

Justice-involved and economically disadvantaged women facing homelessness tend to be unemployed or chronically underemployed. They often have large gaps in employment and a history of low paying, short-term employment. When released, justice-involved women have difficulty finding jobs that sustain them or even obtaining appropriate identification to apply for employment.

Mental or physical health problems also threaten housing, especially if the woman is unable to work. Often, substance abuse is coupled with mental illness or PTSD. Fernhurst offers a well-being approach, which includes a secure structure, enriching activities, and healthy relationships. This approach targets the social stigma, isolation, and women's sense of unworthiness, replacing them with a renewed sense of purpose, meaning, and empowerment.

DVAC Hawaii reports that domestic violence continues to be a pervasive and costly problem for Hawaii's community. The toll on the community, especially survivors and their children, is enormous. In a study released in March 2024, DV hotlines in Hawaii received 110 Hotline contacts in one 24-hour period, averaging nearly five contacts per hour. Financial concerns top the list of reasons why victims stay with an abuser, according to the National DV Hotline. Financial abuse is common, and a victim may be financially dependent on their abusive partner. Without money, access to resources or a place to go, it can seem impossible to leave a relationship. For those that do, many face homelessness.
National Resource Center on Justice-Involved Women reported that homeless women have often been displaced because of being abused, running away or forced onto the streets due to poverty, loss of housing, loss of benefits, escape from abusive intimate partners, or mental illness and/or substance abuse. Abuse may also force women into poverty and homelessness, which may result in criminal behavior. The common factor among all these women is that they lack - or have exhausted - the supportive social structures that would otherwise help them avoid homelessness. Once women achieve stability and self-sufficiency, they are often able to reunite with family and friends and begin rebuilding these relationships.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

YWCA Fernhurst helps fulfill the mission of YWCA Oahu to eliminate racism, empower women, and promote peace, justice, freedom and dignity for all. The program addresses the critical needs of some of the most vulnerable women in our community, those that are justice-involved and/or economically disadvantaged, and empowers them to achieve their highest potential. Homelessness, unemployment, poor physical health and substance abuse are just the primary issues that the program addresses, not to mention the significant effect that addressing these issues have on families and the larger community for generations to come. We achieve this by leveraging key resources such as facility, targeted service offerings and key collaborative relationships with community partners in public and private sectors.

The proposed Grant Activity is to support justice-involved women as they transition back into the community and economically disadvantaged women build a financial safety net to withstand financial emergencies, and transition to safe, permanent housing. We will achieve this by providing stable subsidized housing, access to phone communication, nutritious daily meals, access to support services, and a safe, 24/7 monitored facility that is substance/alcohol-free.

YWCA Fernhurst is an all-female community located in the industry-rich area of Makiki, near downtown Honolulu and Waikiki. The residence is fully ADA-Compliant and has two handicap accessible residential rooms, is located near a major bus line. Fernhurst has 42 rooms, common living and dining rooms, homestyle kitchen, library with current reading materials, laundry facilities, onsite parking, and a shared computer lab. Included in the program fee are three daily meals, dinner served "family-style" in the open dining area.

All residents secure and maintain employment during their stay. Residents maintain a clean and sober lifestyle, as YWCA Fernhurst is a zero-tolerance facility and randomly screens for illicit drug and alcohol use. Residents build basic computer skills to prepare a resume and conduct job searches and online applications. They develop life skills in areas such as employment, managing finances and securing housing. They strengthen familial relationships through organized activities and outings.

Residents also have access to other YWCA Oahu programs such as Dress for Success Honolulu for employment support, Professional Women's Group for job retainment support, and the Patsy T. Mink Center for Business and Leadership for business, entrepreneurship and leadership support and development.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Outcome #1: 38 justice-involved and/or economically disadvantaged women will receive subsidized transitional housing.
All applicants will be screened to assure that they meet the basic eligibility requirements for the target population.

Outcome #2: Life skills and family engagement activities will be provided to support women towards the goal financial independence and safe, permanent housing.
Learning circles will be offered on topics such as finance, housing, employment, health and wellness, and other relevant topics. Family engagement activities allow for women to engage with approved family members and positive individuals in their lives to build/rebuild their social support system.

Outcome #3: Each program participant will complete an Individual Service Plan at entry.
Each resident will create short and long-term goals as part of their progress and growth to ensure that they are receiving appropriate support services.

Outcome #4: Each program participant will open a bank account to hold mandatory deposits into a Moving On Account.
The Moving On Account balance will be monitored by the Case Managers to assure that residents are progressing toward financial goals and building a financial safety net.

Outcome #5: Each program participant will obtain and maintain employment.
Employment support services will be provided on an ongoing basis to ensure that steady employment is maintained and support in career advancement is being provided.

Outcome #6: Program participants that exit will exit to safe, permanent housing.
Women are provided resources for the different types of available housing, eligibility and application.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Outcome #1: 38 justice-involved and/or economically disadvantaged women will receive subsidized transitional housing.

YWCA Fernhurst staff will develop and maintain key partner relationships with community-based organizations that serve the target population to obtain referrals. Staff will continue membership in Partners In Care and attend regular convenings to ensure that partner agencies are aware of YWCA Fernhurst services.
Staff will hold facility tours and info sessions on a regular basis to create community awareness of the services.
All applicants will first complete housing eligibility intake and provide proof of income and assets to determine basic eligibility.
Each resident will be interviewed to assess their ability to meet additional program criteria such as an acknowledgement of random urinalysis, ability to function in a community environment, commitment to 2 hours of community service weekly and a commitment to work toward self-sufficiency and economic advancement.

Outcome #2: 17 life skills activities and three family engagement activities will be provided.
The Program Coordinator will plan and implement presentations around the topics of finance, housing, employment, self-care, digital literacy and other relevant topics.
Presentations will be provided by subject matter experts in the community and program staff. Established relationships include Volunteer Legal Services Hawaii, Bank of Hawaii, Waikiki Health Center, Laborer's Unions.

Outcome #3: Each resident will complete an Individual Service Plan at entry.
At intake, each resident will meet with their Caseworker to create short and long-term goals as part of their progress and growth.
Residents will meet with their Case Manager twice per month to track progress toward goals.

Outcome #4: Each resident will open a bank account to hold mandatory deposits into a Moving On Account.
If they do not have an account at intake, the Case Manager will work with the resident to establish an account with partner financial institutions.
Each month residents will provide a copy of pay stubs and account balances to the Case Managers to assure that residents are progressing toward financial goals and ultimately transitioning into the community.

Outcome #5: Each program participant will obtain and maintain employment.
Employment support services will be provided on an ongoing basis through life skills activities and an Employment Consultant to assist residents who may be struggling with maintaining employment.
All residents are invited to participate in the Professional Women's Group by Dress for Success Honolulu, whose focus is to provide professional development and career advancement opportunities.

Outcome #6: Program participants that exit will exit to safe, permanent housing.
As a part of setting goals, women are supported through the process of securing affordable housing.
The program assists residents with creating a renter's portfolio and referrals to rent to work or other state assistance programs they may be eligible for.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The proposed budget includes salary and wages for three direct service staff positions: Fernhurst Operations Manager (.50 FTE)

Fernhurst Program Coordinator (1.0 FTE)
Resident Support Specialist Lead (1.0 FTE)

These positions will be responsible for implementing the monthly and quarterly activities, managing daily operations, managing facilities, managing budgets and reporting, working with guest speakers, referral agencies and partners, and supporting visits with family members and friends. The total expense for direct service salary and fringe is $145,713.

The budget includes salary and wages for one administrative staff position:
Bookkeeper (.05FTE)

The Bookkeeper will work directly with the Director of Finance to ensure compliance with grants and contracts for YWCA. The total expense for administrative salary and fringe is $3,083.

In addition to the salary and fringe expenses, the budget includes allocations for monthly meetings (for supplies, speaker stipends, refreshments) and family events (for admission tickets, van rental, food, supplies). The total expense for program activities and supplies is $1,204.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

The following timeline reflects monthly activities described in Section IV of this application.

This is a draft of proposed activities and timing, which will be updated at the time of grant implementation.

The ongoing functions that will occur over the grant period include: Intake and orientation of residents, case management, management of facilities, monitoring to ensure compliance with policies, coordinating services with Department of Corrections and Rehabilitation and the Hawai'i Paroling Authority and other referral partners, addressing interpersonal issues between residents, supporting visits and engagement activities with family members and friends, and conducting exit interviews upon release.

Month 1
Life Skills #1: Preparing a holiday budget

Month 2
Life Skills #2: Pro Bono Legal services
Life Skills #3: Creating and managing a monthly budget, setting short- and long-term financial goals
Family Engagement Activity: Christmas lights extravaganza

Month 3
Life Skills #4: Tax preparations – What to ask your tax provider

Month 4
Life Skills #5: Managing Conflict I and overwhelm
Life Skills #6: Preparation for higher education

Month 5
Life Skills #7: Managing Conflict II and overwhelm

Life Skills #8: Basic computer skills

Month 6
Life Skills #9: Community service project with assisting church with setup of sale
Life Skills #10: Cultural activity creating a kīhei

Month 7
Life Skills #11: Health and Wellness
Family Engagement Activity: Mother's Day Dinner event

Month 8
Life Skills #12: Affordable Housing
Life Skills #13: Communications in a work setting

Month 9
Life Skills #14: Volunteer opportunity with Dress for Success Benefit Clothing Sale for retail customer service experience

Month 10
Life Skills #15: Nutrition class on preparing budget-friendly and healthy meals

Month 11
Life Skills #16: Women on the construction site

Month 12
Life Skills #17: Creating a renter's portfolio
Family Engagement Activity: Halloween activity - pumpkin carving and costume contest

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Founded in 1900, YWCA O'ahu is the oldest and largest women's membership organization in Hawai'i. Among its top priorities is the organization's effort to improve the economic status of women in Hawai'i. YWCA offers innovative programs that remove barriers to employment, increase income potential, and empower women take control of their financial futures.

Since July 2015, YWCA O'ahu has been operating a 24- hour residential re-entry/work furlough program at YWCA Fernhurst. Staff members complete regular and ongoing training to support their work with the formerly incarcerated women. Training includes PREA Standards, sexual misconduct and assault, policies and procedures of the department, and best practices for working with this population. All employees receive a minimum of twenty hours of training per year, exclusive of employee orientation for new employees. Since inception, we have served 240 women through this program. 235 women have exited the program, and of those, 176 (74%) successfully graduated from the program.

YWCA O'ahu launched its Homebase Transitional Housing Program in 2006. The Homebase Program is a transitional housing program for justice involved and/or economically disadvantaged women. We provide a temporary and supportive home where women live and work. We also strive for an environment that invites self-care, connectivity, learning, growing,

and giving back. Since 2015 the program has served 178 women.

For more than 20 years, YWCA O'ahu through its Dress for success program has been empowering women and creating systemic change in their lives, families, and community. Through this program, women are able to attend job training, job retention support and money management resources for women transitioning from challenging life circumstances. The program has served more than 8,000 women.

For more than 100 years YWCA O'ahu has been a service provider for women in Hawai'i. We support women in realizing fulfillment in every aspect of their lives: work, family, self-care and community.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

YWCA Fernhurst is a beautiful residential facility located at 1566 Wilder Avenue in Honolulu. It contains 42 resident units with two bed spaces in each, common living and dining rooms, laundry and kitchen facilities, onsite parking, a community garden, shaded outdoor areas, and a computer lab and is full ADA-compliant. There is ample office space for on- site staff as well as private areas for women to meet with their attorneys, program coordinator, advocates, and others in a secure and comfortable environment. Access to the building requires check-in through secured doors and intercom system, and communication with resident monitors at the front desk. Fernhurst provides a unique all-female environment that is suitable for women at different phases of transition because of its security and access to support services. Residents are part of a community, sharing meals, working, and living together.

The staff and leadership team have extensive experience with working with justice-involved and economically disadvantaged women. The YWCA Operations Manager, Desiree McCorriston, will provide direct supervision for the program. Ms. McCorriston has 20+ years of experience working with the special needs population, eight specifically with justice involved and economically disadvantaged women, so she is well-prepared to address day to day issues, while being knowledgeable of overall Department of Corrections and Rehabilitation goals, priorities and restrictions. Senior Manager Housing, Ms. Alaisa Skelton, will oversee all operations at Fernhurst. Ms. Skelton has over 10 years of experience working with the economically-disadvantaged, especially Pacific Islanders and women. Stephanie Hamano, Director of Economic Advancement, will oversee program development and management, budget and reporting. Ms. Hamano has more than 20 years of nonprofit experience, 15 of those in management. Noriko Namiki, CEO, is the lead public face of the YWCA and will oversee all major contracts and projects. In her role as CEO for ten years, Noriko negotiated the transfer of the work furlough program to Fernhurst, launched the Patsy T. Mink Center for Business and Leadership and oversaw several construction upgrades to YWCA facilities. (See attached resumes for lead staff members).

YWCA Fernhurst has an established network of community-based partners that provide ongoing collaboration for successful results. YWCA O'ahu is a member of the O'ahu Partners in Care (PIC), which is a coalition dedicated to addressing homelessness. Housing Solutions Incorporated helps find affordable housing for departing Fernhurst residents who do not

qualify for City and County Rent-to-Work assistance. Hawaii Community Assets (HCA) assists women transitioning out of Fernhurst by providing financial literacy; Helping Hands Hawaii provides food and provisions for their new home, and the Institute for Human Services (IHS) provide emergency funds for deposit and/or 1st month's rent or utilities.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

YWCA Fernhurst has had an ongoing contract since 2015 with the Department of Corrections and Rehabilitation that supports a portion of the infrastructure at Fernhurst, providing funding for case management, occupancy, administration and security. The current contract is in place through 6/30/2026, with the options to extend for two additional years. DCR does not, however, support transitional housing or the ancillary support services outlined in this project. The YWCA will continue to pursue grants and collaborations to provide a comprehensive re-entry and transitional program.

The YWCA has a small endowment and writes for additional grants to fund ongoing maintenance of the facility and programs. Additional funding will be secured through individual donations and corporate support. The YWCA hosts Fernhurst tours to educate the community about these programs and cultivate potential donors.

The YWCA is developing social venture strategies that will enable earned income to support this program for the long-term. One concept is to create a commercial kitchen in which residents can create packaged items for resale, such as baked goods or candies. We are also exploring agriculture options the YWCA Kokokahi, our 11-acre site in Kane'ohe. We envision a farming social venture through which residents will raise, prepare and sell locally grown vegetables and health-conscious food products. We have already begin planning garden areas and tree planting at Kokokahi.

Residents would be involved in all aspects of running the business, including sales, finance, marketing and operations. This would provide valuable work experience, while enabling revenue and sustainability for the program

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

YWCA O'ahu has a strong senior leadership team that will ensure sustainability and carry out this program beyond the grant period. Noriko Namiki, Chief Executive Officer (CEO), is responsible for the overall program. Kate Chan, Director of Finance, will be responsible for financial accountability, financial audits, compliance issues and contracts. Terri Funakoshi, COO, will be responsible for security, safety, insurance and facility issues.

Also contributing to sustainability, residents pay an affordable program fee to participate in the program and that includes meals. This is an integral part of our program; it promotes financial responsibility and money management. Residents establish a regular budgeting and savings plan, which enables them to build a fund that can be used to secure stable and affordable housing upon release.

A small endowment and public and private grants support ongoing operations of the program and maintenance of the property. Fernhurst hosts tours to educate the community about these programs and cultivate private donors.

WCA O'ahu benefits from an active volunteer Board of Directors. Our CEO reports directly to the board. Senior leaders work directly with Board committees including finance, fund development, facilities, and the executive committee. Regarding fund development, Board members are highly involved with cultivating, managing, and supporting private donors at all levels. Board members support program development and advocacy.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Transitional Housing for Justice Involved and Economically Disadvantaged Women, Contract No. CT-DCS-2500078
   Grant Period: 11/1/2024-10/31/2025 Grant Amount:$150,000
   Grant Purpose: Transitional Housing for women
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #: Transitional Housing for Justice Involved and Economically Disadvantaged Women, Contract No. CT-DCS-2400068
   Grant Period: 11/1/2023 – 10/31/2024 Grant Amount: $200,000
   Grant Purpose: Transitional Housing for women
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services

3. Grant Activity Name & Contract #: Transitional Housing for Justice Involved and Economically Disadvantaged women, Contract No. CT-DCS-2200062
   Grant Period: 8/1/2022 – 10/31/2023 Grant Amount: $200,000
   Grant Purpose: Transitional housing for women
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services

4. Grant Activity Name & Contract #: Transitional Housing for Justice-involved and economically disadvantaged women, Contract No. CT-DCS-2100088
   Grant Period: 8/1/2021 – 7/31/2022 Grant Amount: $125,000
   Grant Purpose: Transitional Housing for women
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services

5. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

6. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

7. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

8. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

9. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

10. Grant Activity Name & Contract #: _____
    Grant Period: _____ Grant Amount: _____
    Grant Purpose: _____
    Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
    Administrating Division: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☒ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

YWCA Fernhurst provides a safe, affordable and supportive living environment for employed kupuna women at all stages of employment. Many justice-involved, economically disadvantaged women must continue employment well past their 60s due to a lack of financial means to retire as a result of the challenges they faced that affected employment, and long-term and retirement planning. Case management and housing support for these women involve specialized support focused on senior housing options, health and digital literacy. Activities offered at Fernhurst are appropriate for all skill and age levels. Fernhurst is a community that encourages peer support, building relationships and support systems. Residents are required to participate in maintaining the facility by volunteering two hours per week, participate in social activities, work, and live harmoniously with a diverse population. The facility itself is secured and monitored 24/7, assuring that their living space is safe. Program service fees are kept at affordable levels that allow all residents to save to build a financial safety net. In 2023 three residents were aged 60 and over.

If awarded we will have the capacity to provide the required data through our data collection systems and documentation by Case Managers and the Program Coordinator. In addition, the Program Coordinator will attend the monthly Kupuna Collective meetings via Zoom.